

BOARD OF SUPERVISORS

Brown County



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ADMINISTRATION COMMITTEE

Richard Schadewald, Chair
Jamie Blom, Vice-Chair
Mark Becker, James Kneiszel,
John Vander Leest

ADMINISTRATION COMMITTEE

Wednesday, December 7, 2016

6:15 p.m.

Room 200, Northern Building
305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 5, 2016.

- 1. Review minutes of:
 - a. Housing Authority (September 19, 2016 and October 17, 2016).

Comments from the Public

Communications

- 2. Communication from Supervisor Schadewald re: 2018 Budget Proposals re: Health Insurance and Pay Options earlier in the year.
- 3. Communication from Supervisor Schadewald re: That County Code and policy be examined relating to pay increases, health insurance, employee benefits and any other policies concerning employee compensation so that each is a separate resolution at budget time. *Referred from November County Board.*

Reports

- 4. Brown County Financial Statement Results – Levy Funded Departments as of October 31, 2016.

Treasurer

- 5. Budget Performance Report for the period January - October 2016.
- 6. Discussion and possible action on the following tax deed parcels:
 - a. **PARCEL HB-855-3 (Hobart) at 973 HAVEN PLACE**
County cost = \$ 72,902.56 (TIP) + approx. \$ 7,700 - 2016 taxes*
Special Assessment, Special Interest & Penalty due = \$ 26,775.73
**The current assessed valuation of \$401,800 will result in a 2016 tax bill in the ballpark of \$ 7,700 due 1-31-2017 because the parcel was taxable on January 1, 2016.*
 - b. **PARCEL 21-1293-2 (City of Green Bay) at 1739 MAIN STREET**
County cost = \$ 24,611.72 (TIP) + approx. \$ 0 - 2016 taxes*
Direction to Proceed?

Child Support

7. Budget Status Financial Report for October 2016.
8. Departmental Opening Summary.
9. Director Summary for October and November 2016.

Technology Services

10. Budget Status Financial Report for October 2016.
11. Technology Services Monthly Report.
12. Resolution to Expand Brown County Community Area Network.

Department of Administration

13. Budget Status Financial Report for October 2016.
14. Departmental Opening Summary.
15. 2016 Budget Adjustment Log.
16. Director's Reports.

Human Resources:

17. Review of Class and Comp Study.
18. Oneida Service Agreement.
19. Turnover Report.
20. Position Approval Lists for October and November.
21. Budget Status Financial Reports for September and October (unaudited).
22. Department Vacancies Report.
23. Human Resources Report.

24. **County Clerk** – Budget Status Financial Report for October 2016.

Corporation Counsel – No agenda items.**Other**

25. Audit of bills.
26. Such other matters as authorized by law.
27. Adjourn.

Richard Schadewald, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, September 19, 2016, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS PRESENT: Ann Hartman – Chair, Sup. Andy Nicholson – Vice-Chair, Corday Goddard, and Andy Williams

MEMBERS EXCUSED: Tom Deidrick

OTHERS PRESENT: Cheryl Renier-Wigg, Stephanie Schmutzer, Pat Leifker, Mackenzie Reed-Kadow and Attorney Kristen Hooker

APPROVAL OF MINUTES:

1. Approval of the minutes from the August 15, 2016, meeting of the Brown County Housing Authority.

A motion was made by A. Williams and seconded by C. Goddard to approve the minutes from the August 15, 2016, Brown County Housing Authority meeting. Motion carried.

COMMUNICATIONS:

2. Letter from HUD dated August 23, 2016, regarding Calculation of 20 percent Limit under the Project-Based Voucher Program

S. Schmutzer explained that the BCHA has applied for Project Based VASH vouchers and this letter states the BCHA is not over the 20 percent limit, and therefore would be eligible to project base more vouchers.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - P. Leifker reported that for the month of August there were 124 preliminary applications received.
 - B. Unit Count
 - The unit count for the month of August was 3,114.
 - C. Housing Assistance Payments Expenses
 - The HAP expenses totaled \$1,312,054.
 - D. Housing Quality Standard Inspection Compliance
 - There were a total of 380 inspections, of which 239 passed the initial inspection, 45 passed the reevaluation, 68 resulted in a fail, and 28 were no-shows.
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - No report was provided.

F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

M. Reed-Kadow reported there were 86 participants in the FSS program. Of that number, 53 participants were at level one, 14 were at level two, nine were at level three, and ten were at level four. There were eight new contracts established, zero graduates, 36 open escrow accounts, and 51 homeownership clients.

M. Reed-Kadow shared a FSS success story about a participant who is two classes away from getting her Associates Degree in Early Childhood Education. She still has a few years left on her FSS contract so she has decided that after graduation in December she will enroll in the spring to pursue her four year teaching certificate.

G. VASH Reports (new VASH and active VASH)

P. Leifker reported that there were no new VASH clients for the month of August and there were 25 active participants in the VASH program.

H. Langan Investigations Criminal Background Screening and Fraud Investigations

For the month of August there were two new investigations assigned, five previous investigations were closed, and one remains active. There were 27 new applications processed, all of which were approved. P. Leifker then displayed the charts of the initial applications for August broken down by municipality, showing the greatest number of applications from residents of Green Bay. Fraud investigation by municipality was similar with the majority occurring in Green Bay, followed by Ashwaubenon and De Pere.

OLD BUSINESS:

4. Discussion and possible action regarding BCHA loan on property at 1239 St. Clair Street in Green Bay, WI.

A motion was made by C. Goddard and seconded by A. Williams to go into closed session to discuss the details of this loan with Attorney K. Hooker. Motion carried.

A. Hartman read the closed session language. Roll call vote was taken with all in agreement to go into closed session. Closed session began at 3:35pm.

The Authority returned to regular order of business.

A motion was made by A. Nicholson and seconded by A. Williams to refer back to staff and Sheriff's department. Motion carried.

NEW BUSINESS:

5. Discussion and approval to write off a BCHA loan for \$3,982.

S. Schmutzer explained that this loan was more than 30 years old. The previous owners are both deceased, and the property was sold. She explained that there is no way to recoup the money from the family. BCHA found out about it well after the estate was settled.

A. Williams questioned when the couple died. S. Schmutzer stated the husband passed away several years ago and the wife passed away in approximately 2014.

C. Goddard questioned what other options the Authority had. S. Schmutzer stated that there was not any other option since the estate has already been settled and both parties are deceased. A. Williams stated that it would not be worth the money to pursue it because the Authority would be required to reopen the estate which would cost a lot of money. Pursuing this could potentially cause other loan clients to incur legal fees as well and would reflect poorly on the Authority.

A. Nicholson questioned how the Authority could prevent this from happening again. S. Schmutzer stated that they are still working with Corporation Counsel on this issue. There is a document that Corporation Counsel is providing the Authority which would reaffirm the mortgages. This will be discussed further in an upcoming agenda item.

A motion was made by C. Goddard and seconded by A. Williams to write off the loan in the amount of \$3,982. Motion carried.

6. Appointment of Cheryl Renier-Wigg as BCHA Executive Director.

C. Renier-Wigg stated that a part of the Assistant Director's job is the Executive Director of both the housing authorities. She stated that she has been working with the housing authorities for a long time, but not in this capacity.

A. Nicholson questioned what R. Hallet's title was. S. Schmutzer stated she is the Housing Administrator. A. Nicholson questioned if C. Renier-Wigg will be replacing the position R. Strong and K. Flom held. C. Renier-Wigg confirmed.

A motion was made by A. Nicholson and seconded by C. Goddard to appoint C. Renier-Wigg as the BCHA Executive Director. Motion carried.

7. Discussion and action regarding Request for Proposals for Project Based VASH Vouchers

S. Schmutzer explained that the Authority is looking to send out information to see if there is interest from developers or property owners in using Project Based VASH vouchers for current or upcoming developments.

A motion was made by A. Nicholson and seconded by A. Williams to approve the Request for Proposals for Project Based VASH vouchers. Motion carried.

8. Public hearing to receive input on the Brown County Housing Authority 2016 Annual Agency Plan.

S. Schmutzer stated that the meeting was open to the public and questioned if there was anyone in attendance who would like to speak on the 2016 BCHA Annual Agency Plan. Public meeting was closed as no one in attendance had any questions or comments on the BCHA 2016 Annual Agency Plan.

9. Review and approval of Brown County Housing Authority 2016 Annual Agency Plan.

P. Leifker explained that this is a Plan that has to be submitted to HUD, reporting on goals and progress every five years. That Plan was submitted in 2015. P. Leifker explained that every following year that is not the five year reviews HUD requires an Annual Plan be submitted. This Plan identifies the progress made on the goals that were set in the Five Year Plan. He

explained that on page three the progress report identifies the goals and the progress that has been made.

P. Leifker explained that many of the goals that have been set are being worked towards. He stated that BCHA has been identified as a high performer by HUD. He also explained another goal which is insuring the high integrity of the HCV program which involves the continuation of working with Langan and Associates. He also stated that one of the big things they have identified is the success they have had with enrolling in the Wisconsin State Tax Refund Intercept Program. This program has gotten a lot more administrative and HAP dollars back through the overpayments that are owed.

A. Williams questioned if the Authority will get feedback from HUD when it is received. P. Leifker stated that HUD generally does not provide feedback on the Annual Plans.

A motion was made by A. Williams and seconded by C. Goddard to approve the Brown County Housing Authority 2016 Annual Agency Plan. Motion carried.

10. Approval of Audited Financials for FYE December 31, 2015.

S. Schmutzer stated that page nine provides the revenues and expenditures for the year, showing the 2015 versus the 2014 information. The change in position means that BCHA ended up with \$23,000 in excess revenues over expenses.

One thing she wanted to bring to the Authority's attention was that out of the 40,882 vouchers that could have been leased up throughout the year 34,254 were used. That means that only 6,628 vouchers were not used for the whole year. This speaks to the importance of ICS's efforts to keep the numbers high.

S. Schmutzer stated that because the Authority gets more than \$750,000 in funds, a federal audit has to be submitted. Through this audit, the Authority was found to be a low risk auditee, meaning that the BCHA is well-run and doesn't have issues.

A motion was made by A. Nicholson and seconded by C. Goddard to approve the audited financials for FYE December 31, 2015. Motion carried.

INFORMATIONAL:

11. Feedback from landlord solicitation on a possible landlord liaison position.

P. Leifker reminded the Authority that at a previous meeting the position of a Landlord Liaison was brought up. The Authority requested that ICS follow up with landlords to get their input. He stated ICS reached out to 20 landlords and heard back from two. Of the two one of them was an apartment association, so some of those individual's comments may have come from other landlords in the association. He stated that the landlords identified the need for quicker response times, quicker turn around for payments to start, and quicker inspections. ICS is now evaluating what that means for them and how they can better achieve those requests.

A. Hartman questioned if those improvements were things landlords had told ICS in the past. P. Leifker stated that this was not something new, but was validation of what they thought a lot of the landlords wanted.

A. Hartman questioned if P. Leifker had any idea why the inspections did not happen as quick as the landlords would like. He stated that he thinks sometimes the expectations are unrealistic.

He added that ICS's inspections are about a two to three week time frame from when it is requested to when the inspection takes place.

C. Renier-Wigg questioned if ICS should consider another inspection position instead of the Landlord Liaison position. P. Leifker stated that it may not exclusively be related to inspection staff, but also to other staff responsiveness. For this reason ICS is looking more closely at how this position should be structured, if it will be inspection, a specialist, or a customer service representative; examining all of it to determine which would be most beneficial.

A. Williams questioned the process at ICS when an inspection is needed. P. Leifker stated that it would go directly to M. Roberts and he will follow up with the inspectors to get them scheduled. He stated that because the inspectors are rarely in the office, calls generally don't go directly to them. A. Williams questioned why the calls go to M. Roberts. P. Leifker explained that M. Roberts started at ICS as the Inspection Lead and has retained that piece of the position.

A. Williams questioned if ICS will get back to the Authority after they do more research into the position. P. Leifker confirmed.

A motion was made by A. Nicholson and seconded by A. Williams to receive and place on file. Motion carried.

12. Status of re-recording all BCHA loans approaching 30 years or more

S. Schmutzer explained that a lot of the information for this was already pulled together, and staff is just waiting on approval of the form from Corporation Counsel. This form would allow the Authority to rerecord the loans without requiring an initial recording to be done again which would require signatures from all of them property owners.

A. Hartman questioned if S. Schmutzer had a timeline on when this would be completed. S. Schmutzer stated that she had hoped to have already received the form from Corporation Counsel, but neither she nor R. Hallet has received it yet.

C. Renier-Wigg questioned how many loans are being rerecorded. S. Schmutzer stated there are approximately 25.

C. Goddard questioned if rerecording the loans would protect the Authority from not getting repaid for the loans. S. Schmutzer confirmed and advised that rerecording would extend the time on the mortgage for another 30 years.

A. Nicholson expressed concern that this demonstrates that there is a problem, that there was an oversight by someone who should be watching this. He requested that this be reviewed again next month when we have the information from Corporation Counsel and also that staff provide the exact number of the loans in question for next month.

A motion was made by A. Nicholson and seconded by A. Williams to hold until October's meeting. Motion carried.

BILLS:

S. Schmutzer stated there were only three bills to report on. She added that the largest bill was for the City of Green Bay for wages and other office supply bills.

A motion was made by A. Williams and seconded by A. Nicholson to approve the bills. Motion carried.

FINANCIAL REPORT:

S. Schmutzer explained that there wasn't anything significant to point out this month.

A motion was made by A. Nicholson and seconded by A. Williams to receive and place on file. Motion carried.

STAFF REPORT:

13. Date of next meeting: October 17, 2016

A motion was made by A. Nicholson and seconded by A. Williams to adjourn the meeting. Motion carried. Meeting adjourned.

MW: RAH

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, October 17, 2016, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS PRESENT: Ann Hartman – Chair, Sup. Andy Nicholson– Vice-Chair (arrived at 3:38 pm), and Corday Goddard

MEMBERS ABSENT: Andy Williams

MEMBERS EXCUSED: Tom Deidrick

OTHERS PRESENT: Cheryl Renier-Wigg, Robyn Hallet, Stephanie Schmutzer, Pat Leifker, Matt Roberts, and Mackenzie Reed-Kadow

APPROVAL OF MINUTES:

1. Approval of the minutes from the September 19, 2016, meeting of the Brown County Housing Authority.

A motion was made by A. Nicholson and seconded by C. Goddard to approve the minutes from the September 19, 2016, Brown County Housing Authority meeting. Motion carried.

COMMUNICATIONS:

2. Letter from HUD dated September 28, 2016, regarding provisions of the Housing Opportunity Through Modernization Act of 2016 which are effective immediately.

R. Hallet explained the letter from HUD was regarding the Housing Options Through Modernization Act, referred to as HOTMA. She explained that there are five provisions which are immediately affective, of which only two apply to BCHA. Those two are the Reasonable Accommodation Payment Standard and the Establishment of Fair Market Rent (FMR). In regards to the Reasonable Accommodation Payment Standard, this is something that HUD had provided for temporarily earlier and BCHA had adopted it at that time, so it is not new for the BCHA. The second change affecting us is in regards to the FMRs. This provision changes how HUD publishes the FMRs and allows for a comment period before they become effective. Also this provision allows for PHAs to adopt a local provision that their Voucher Payment Standard (VPS) would not decrease as a result of a decrease in FMR. Upon discussion with ICS staff, R. Hallet feels we would not want to adopt this provision at this time.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:

A. Preliminary Applications

P. Leifker reported that for the month of September there were 176 preliminary applications received.

B. Unit Count

The unit count for the month of September was 3,089.

C. Housing Assistance Payments Expenses

The HAP expenses totaled \$1,285,903.

D. Housing Quality Standard Inspection Compliance

There were a total of 341 inspections, of which 166 passed the initial inspection, 58 passed the reevaluation, 74 resulted in a fail, and 43 were no shows.

- E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
No report provided

- F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)

M. Reed-Kadow reported there were 87 participants in the FSS program. Of that number, 51 participants were at level one, 16 were at level two, ten were at level three, and ten were at level four. There were three new contracts established, one graduate, 37 open escrow accounts, and 51 homeownership clients.

M. Reed-Kadow relayed a success story of one of the participants who is working hard at completing her goals. She is working toward homeownership and is on track to graduate from FSS within two years. At this point she has over \$12,000 in escrow, and it is likely that by the time she graduates she will have the largest escrow payout in the history of BCHA's FSS program.

- G. VASH Reports (new VASH and active VASH)

P. Leifker reported that there was one new VASH client for the month of September and there were 26 active participants in the VASH program.

- H. Langan Investigations Criminal Background Screening and Fraud Investigations

For the month of September there were two new investigations assigned, zero previous investigations were closed, and three remain active. There were 191 new applications processed, all of which were approved. P. Leifker then displayed the charts of the initial applications for September broken down by municipality, showing the greatest number of applications from residents of Green Bay. Fraud investigation by municipality was similar with the majority occurring in Green Bay, followed by De Pere.

- I. Quarterly Langan Denials report

No denials to report

- J. Quarterly Active Cases Breakdown

P. Leifker explained 52 percent of HCV participants have a head of household that is elderly or disabled, 37 percent the head of household is not elderly or disabled but has earned income, eight percent the head of household is not elderly or disabled, does not have earned income, but has dependents in the household and three percent is not elderly or disabled and does not have earned income or dependents.

- K. Quarterly End of Participation

P. Leifker explained there were 94 total terminations in this quarter of 2016. The top three reasons for termination were violation of family obligations for the program, voluntary termination, and deceased.

- L. Quarterly Customer Service Satisfaction

L. DeGrave explained 84 percent of customers rated the services of ICS as excellent, 12 percent rated very good, three percent rated at good, zero percent rated it fair, and one percent rated it poor.

OLD BUSINESS:

- 4. Discussion and possible action regarding BCHA loan on property at 1239 St. Clair Street in Green Bay, WI.

R. Hallet explained that Attorney Hooker from Corporate Counsel stated that she made the referral to the Sheriff's Department as previously discussed, but has not yet heard back, so she had no updates to provide for this meeting and therefore no need to attend. Attorney Hooker suspects that this may not be a high priority for the Sheriff's Department nor are they familiar with it since no such cases have been referred to them previously by the BCHA.

R. Hallet explained that she did reach out to the family and got some information. She stated that she explained to them that although the lien expired, the note is still in effect and therefore they owe the money back. The family did not agree and would prefer this be handled further by our lawyers. The family explained that the title company ran the search three times and did not find a lean. R. Hallet explained that it is clear the family was not intentionally trying to defraud the BCHA. Furthermore, she asked the family why the home was sold for so far under fair market value, and she learned it was not. She explained that although the Brown County Land Records indicate the home is valued at \$82,000 information from the City Assessor's Office shows it's valued at about \$57,000. When R. Hallet asked the family why it was still only sold for \$33,000, they explained that this is the amount recommended by their realtor who did comparables to other homes sold in their neighborhood. R. Hallet conferred with a licensed realtor on staff with the City who also pulled some comparables which justified the sale for \$33,000. The family received proceeds from the home sale, but they used it to pay off a home equity line of credit and credit card bills from home improvements; the rest they had to spend down because the former homeowner is on Social Security which has an asset limit of \$2,000. They therefore have no money remaining from which to repay the BCHA.

R. Hallet explained that she and C. Renier-Wigg discussed and agreed to recommend that the BCHA write off this loss. Continuing to go after the family for the loan would result in more staff time and legal costs as well as reflect poorly on the BCHA because it could be viewed as partially the BCHA's fault for not knowing that loans need to be re-recorded after 30 years. C. Renier-Wigg added that this money did serve a purpose of helping to improve the home and kept the family in the home longer; further, with this loan program there is always a risk of not getting repayment from all the loans.

C. Renier-Wigg stated that the City is also facing this same issue with the loans they have provided.

A. Nicholson asked what options we have. C. Renier-Wigg explained that if they don't want to write it off, another option would be to file a small claims action against the family and get a judgement. Likely what will happen is that when the former homeowner passes away, the BCHA may get some proceeds but it would likely be no more than \$2,000 since she cannot have more than \$2,000 in assets. C. Renier-Wigg asked S. Schmutzer what the maximum amount that can be sought through a small claims action, to which S. Schmutzer replied that it is \$10,000. This loan was for \$11,000, so we could get a judgement for close to the full loan amount.

A. Nicholson expressed disagreement with writing this off. He questioned who should have been watching for this kind of thing but wasn't. R. Hallet explained that it was simply an oversight, no one was aware that inactive mortgages expire after 30 years. A. Nicholson asked whose responsibility that would be to monitor for regulations like this. R. Hallet explained that because it is based on Wisconsin law, and since Corporate Counsel acts as the BCHA's legal counsel, it would be their responsibility, but they too were unaware of this law. He expressed that Corporate Counsel should be keeping us up-dated about law changes that affect us and should be held accountable. A. Hartman inquired if A. Nicholson is recommending that this be addressed with Corporation Counsel. He agreed that he would like them to attend the next meeting to discuss what and when changes have been made and how they will keep us updated on such changes we need to be aware of.

A motion was made by A. Nicholson and seconded by C. Goddard that the BCHA take small claims action against the family. Motion carried.

NEW BUSINESS:

5. Consideration with possible action on 2017 Fair Market Rents and Voucher Payment Standards

P. Leifker explained that the VPS are used to determine the subsidy that HCV participants qualify for. The VPS must be within the basic range of 90-110 percent of the FMR. The FMRs all decreased slightly this year, with the exception of the FMR for one bedroom. Staff is proposing to keep the VPSs the same as last year, which slightly increases their percentage of the FMR, but they are all still within the basic range that is required.

A. motion made by C. Goddard and seconded by A. Nicholson to approve the VPSs as proposed. Motion carried.

6. Consideration with possible action on an amendment to the BCHA Bylaws regarding the Order of Business and Manner of Voting.

R. Hallet explained that she and C. Renier-Wigg reviewed the BCHA agenda format and decided to make some changes to the agenda headings. However, since the agenda headings are governed by the bylaws, the change to the agenda means a change to the Order of Business in the bylaws is needed. She explained that the heading Reports of the Secretary at some point morphed into Staff Reports, which we are now renaming Administrator's Report and combining with Informational.

R. Hallet further explained that while reviewing this section of the bylaws she noticed that the next section, Manner of Voting, was also outdated. It stated that matters would be decided by roll call vote, but in practice this hasn't been done nor do any other committees vote in this manner, therefore she has proposed a rewording to reflect the actual practice of voice vote and added that upon request of a commissioner, the yeas and nays would be recorded.

R. Hallet also explained that a new addition for the agenda packet that staff would like to try is the coversheets, which are present in this month's packet. Several commissioners expressed they like the addition. R. Hallet stated that if the Commissioners found them beneficial, the staff will continue to provide them. If at any point the Commissioners decide the cover sheets are not adding value, staff should be notified because they do take some time to prepare, but as long as they are beneficial, it is worth the time.

Finally, R. Hallet explained that if there is any other changes Commissioners may like to see to the agenda packets, now would be a good time to discuss it. She asked if there were any monthly or quarterly reports that they didn't find beneficial or any additional reports they would like to see. She also asked if they are satisfied with the financials reports and bills. All Commissioners expressed that they are satisfied with the existing reports; they feel the reports provide important information that the Commissioners should know. They did not have any additional reports to suggest at this time. R. Hallet stated that if they ever would like anything additional in the future, they should feel welcomed to bring it up and staff will assess if the information is something that is readily accessible to provide.

A motion made by C. Goddard and seconded by A. Nicholson to approve the amendment to the BCHA Bylaws regarding the Order of Business and Manner of Voting. Motion carried.

7. Consideration with possible action regarding the suggestion from a member of the public that contact information for BCHA Commissioners be available online.

R. Hallet explained that this item was discussed at the August 15, 2016, meeting when R. Miller suggested that the Commissioners publish their contact information on the County website. At that time the Authority requested staff research what other Committees of Brown County do. A summary was provided to the Commissioners. R. Hallet explained that Brown County Committees only indicate if there is a County Supervisor on the board, they do not list the names of all the Commissioners or their contact information. R. Hallet stated that on the BCHA website all of the Commissioner's names are listed, but not their contact information. R. Hallet stated that she would recommend leaving the website as is, and not adding the commissioners contact information.

A. Hartman stated that she believes that R. Miller's concern was that if he has an issue he only knows her contact information, and may sometimes want to speak to another Commissioner. A. Hartman stated that she would not be opposed to her email address being listed on the website, but questioned if it would be easier for people to contact her by email or by phone.

C. Goddard also stated that he is not opposed to putting his information on the website. A. Hartman agreed, stating that the Commissioners are who the public would go to if they were not satisfied with ICS or R. Hallet's response to an issue. C. Renier-Wigg stated that if there is a problem, that problem should be brought to the board and not to Commissioners individually.

R. Hallet explained that when this was discussed at the August meeting the Commissioners agreed it may be best to have consistency with how other Brown Count Committees handle their Commissioner's information. C. Renier-Wigg stated that she believes all Committees should list the names of the Commissioners. C. Goddard agreed stated that more transparency is better than less.

A motion made by C. Goddard and seconded by A. Nicholson to table the item for one month until staff had a chance to talk to the Commissioners not present at the meeting. Motioned carried.

BILLS AND FINANCIAL REPORT:

8. Consideration with possible action on acceptance of BCHA bills.

S. Schmutzer explained that the bills look slightly longer than normal because of the way they were printed, but there were not any additional bills than normal.

A motion made by A. Nicholson and seconded by C. Goddard to approve and place on file. Motion carried.

9. Consideration with possible action on acceptance of BCHA financial report.

S. Schmutzer explained that it is getting close to the end of the year so things will begin to wrap up soon. She stated that the audit was finished last month, and things are looking good.

A motion made by A. Nicholson and seconded by C. Goddard to approve and place on file. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

10. Status and number of outstanding BCHA loans to be re-recorded.

S. Schmutzer stated that A. Nicholson requested this information at the September meeting. She stated that 38 loans have been identified as reaching or will soon reach the 30 year status. The total dollar amount of those loans is \$620,943.28. She stated the process has been started to re-record the loans. C. Renier-Wigg questioned if the loans all have to be re-recorded individually. S. Schmutzer stated that each one must be done individually.

A. Nicholson questioned if this item needed to be brought up at future meetings. S. Schmutzer stated that decision is up to the Commissioners. A. Hartman stated that she would like to be notified when the re-recording is finished. S. Schmutzer stated she will report back to the Authority when the re-recording is done.

11. Review of Ethics section of Lead the Way training.

The Authority reviewed the quiz questions from the Ethics section of Lead the Way training.

12. Summary of statutory changes to Housing Choice Voucher Program due to the Housing Opportunity Through Modernization Act of 2016.

R. Hallet explained this item is related to item number two. She stated that five of the provisions are effective immediately and the rest will come into play after HUD has established regulations. She stated that it may take 18 months before the provisions are put into place, but it was recommended that Commissioners become aware of what the provisions entail.

R. Hallet stated that one of the big changes is in regards to recertification of the income of the participants of the HCV program. One change is that reviews will no longer be done every year for clients who are on a fixed income; they will instead be done every three years. Another big change is in regards to the interim reviews. Currently if a client has any decrease in income, they have the right to report it and an interim review must be done to decrease their rent. This change is saying that an interim review will only be done if there is a decrease in their income of ten percent or more. A change was also made in regards to increases in income. This change will state that no interim review will be done for an income increase unless it was preceded by a decrease. R. Hallet also stated that the income that is being counted is also going to change. Currently HUD requires that the client's income be projected for the coming year. The change will be that for initial reviews and interim reviews the client's current income will be used. Annual reviews will use the client's prior year income. R. Hallet stated that another change will be in regards to the dependency deduction. The deduction will now be able to change based on inflation in \$25 increments. She stated that this will also be true for elderly and disabled deductions as the deduction is increasing, but will also have the potential to change.

R. Hallet stated another big change is in regards to medical or other deductions. Currently if elderly or disabled residents have medical expenses in excess of three percent of their income they can get a deduction on their rent. That percentage will be changing to ten percent. R. Hallet explained that Congress is requesting that HUD do a study to see how these changes affect the elderly and disabled population. If the study shows that it will be a dramatic affect HUD may request that Congress remove that provision and keep it at three percent. There will also be a new deduction to allow expenses for veterans who need aid or assistance, but this provision has not yet been further defined by HUD.

R. Hallet explained that there will also be a large change concerning assets. She stated that currently if residents have assets of \$5000 or more, the interest earned on those assets is the greater of their actual interest earned or the imputed interest. With the change the threshold will be increased to \$50,000. She added that if the resident has less than \$50,000 worth of assets verification can be done by self-certification. R. Hallet explained that this new provision will also allow the BCHA to cross share income verification with other agencies. The BCHA will also be given the discretionary ability to limit assets to \$100,000 or less. If residents have more than \$100,000 in assets BCHA would have the authority to terminate that resident from the program. Furthermore, any families who own livable property would be ineligible for assistance. She added that the family authorization form which currently expires after 15 months after being signed would no longer expire.

Under the new provisions PHAs would have the ability to apply for emergency shelter grants. She explained that there are changes being made to the Housing Quality Standards Inspections. If the BCHA wanted they would be able to do an initial inspection that just looks into life threatening defects, and if the property passes that inspection assistance could be provided to the family immediately after. This provision would give landlords 24 hours to fix life threatening defects and 60 days to fix non-life threatening defects.

A. Hartman questioned if the landlord did not get the defects fixed in the amount of time provided would the tenant then have to vacate the property. R. Hallet stated that if the defects were not fixed, the tenant would not be required to leave; but, the Housing Assistance Payment (HAP) would have not been paid. This provision would protect tenants from eviction if the HAP stops due to a failed inspection.

Another provision in regards to inspections is if there was another inspection that has inspection criteria as strict as or stricter than the HQS inspections done within the past 24 months that inspection could be used if this provision is included in the Administrative Plan. BCHA may also allow occupancy before the HQS inspection and would be allowed to make the HAP payments retroactive to the beginning of the lease term.

R. Hallet explained that there are several changes being made to project based vouchers. These changes include allowing for project basing additional vouchers beyond what BCHA can currently do if they are for homeless veterans, elderly, disabled, or in areas where vouchers are difficult to use. Also project basing is currently maxed at 25 percent of units in any particular development unless they are an exempt unit. That will be changing to the greater of 25 percent or 25 units. Another change is that the provisions will eliminate the ability to have multiple single family homes on non-contiguous properties in one contract. She explained that this will be affecting BCHA as Neighborworks® has two contracts with BCHA for single family homes that are scattered and not on contiguous sites. She stated that all of NeighborWorks® project based units has previously been retained through three different contracts, but with this provision it will now require BCHA to have approximately 39 different contracts with Neighborworks®. Another change is in regards to contract extensions: currently contracts can be extended for up to 15 years; this will be changing so contracts can be extended for up to 20 years. It will also allow for additional units to be added to a contract at any time.

A. Hartman questioned what provision R. Hallet believed would affect BCHA the most. R. Hallet stated that she believes recertification of income will affect the tenants the most. She added that this provision has the potential to affect most or all of the tenants and will affect the dollar amounts that they pay toward their rent.

13. Update on status of RFP for Project Based VASH Vouchers.

R. Hallet explained that the RFP has been published and the questions were due on Wednesday October 12th, but no questions were received. She added that the proposals must be in by November 10th and a panel will review them and they will be brought to the Authority for award on November 21st. R. Hallet explained that S. Schmutzer, C. Renier-Wigg, and herself will be part of the panel and extended an invitation for any of the Authority members to be included on the panel.

14. Date of next meeting: November 21, 2016.

A motion was made by A. Nicholson and seconded by C. Goddard to adjourn the meeting. Motion carried. Meeting adjourned at 4:34 pm.

MW: RAH

BOARD OF SUPERVISORS

Brown County



66

BROWN COUNTY
BOARD OF SUPERVISORS
GREEN BAY, WISCONSIN

Meeting Date:

11/14/16

Committee:

Administration, Executive

Motion from the Floor/Late Communication

I make the following motion/late communication:

County Code and policy be
examined relating to pay increases, health
insurance, employee benefits and any
other policies concerning employee
compensation so that each is a separate
resolution at budget time.

Signed:

Paul Schuchert

District No.

24

(Please deliver to County Clerk after motion is made for recording into minutes.)



Turning
Brown
Green

Brown County
Financial Statement Results - Levy Funded Departments
Property Tax Levy (Over) Under Approved Amount
As of 10/31/2016

Levy Funded Departments	Property Tax				Surplus / (Deficit) as % of target levy	Prior Month Report	Comments (quarterly only) (September comments are below)
	Annual 2016 Levy	Levy Target	Actual Amounts	Surplus / (Deficit)			
General Fund							
Board Office	574,424	478,687	474,815	3,872	0.8%	(8,919)	All annual dues have been paid. 97% of annual audit fees have been paid.
Circuit Courts	2,079,204	1,732,670	1,476,279	256,391	14.8%	294,306	Fourth quarter court support payment (\$180,000) has already been received. Projected juror related costs surplus is \$63,551 (61% of budgeted expense). Wages and benefits are 2% below budgeted amounts.
Clerk of Courts	732,231	610,193	424,773	185,420	30.4%	187,696	Fourth quarter court support payment (\$43,200) has already been received. Public charges revenue up 2% as compared to budget. Wages and benefits are 2% below budgeted amounts. Attorney and Guardian ad Litem costs projected to be 3% below budget.
Public Safety	6,399,563	5,332,969	5,244,629	88,340	1.7%	(48,616)	Wages and benefits are 1% below budget. Maintenance contracts, which comprise about 60% of operating expenses, have only incurred 54% of budgeted amounts through September.
Medical Examiner	308,757	257,298	77,363	179,935	69.9%	126,670	Wages and benefits are 8% below budget. Transportation costs are already 165% over budget (\$16,540) through September. Dane County charges (Professional Services) are 15% below budget through September, but we have only been billed through June. Based upon that invoice, Professional Services are projected to be 19% over budget (\$78,000). The department is anticipated to have a deficit at year-end.
Corporation Counsel	660,074	550,062	498,712	51,350	9.3%	54,416	Wages and benefits are only 0.3% below budgeted amounts. Legal Services are projected to be at only 20% of budgeted amount (projected surplus (\$52,500))
County Clerk	294,630	245,525	309,307	(63,782)	-26.0%	(68,287)	Public charges (including marriage licenses and passports) are 18% in excess of budgeted amounts. \$100,000 transfer from the General Fund for election equipment has not occurred yet, pending final year-end departmental deficit. Operating expenses are 9% over budget, but this includes printing costs for the November election.
District Attorney	1,381,668	1,151,390	1,053,449	97,941	8.5%	83,184	Violence Against Women grant revenue for 3rd quarter has not been received yet. Wages/benefits are 4% below budgeted amounts. Operating expenses are 8% below budgeted amounts, with the largest projected surplus at \$34,200 for Contracted Services.
Executive	359,744	299,787	229,727	70,060	23.4%	54,363	Wages/benefits are 15% below budgeted amounts due to staff vacancies. Contributions to Green Bay Area Chamber of Commerce (\$20,000) and NEWWEYE (\$10,000) have not been paid yet.
Administration	1,230,927	1,025,773	783,476	242,297	23.6%	226,900	Wages/benefits are 13% below budgeted amounts due to staff vacancies. Operating expenses are 25% below budgeted amounts, with the largest surpluses within Temporary Replacement Help, Professional Services, and Contributions.
Land Conservation	424,228	353,523	280,949	72,574	20.5%	81,846	The WPS feasibility study (offsetting revenues and expenses at \$295,000) will not occur during 2016. Wages/benefits are 7% below budgeted amounts. Only 9% of budgeted SWRM landowner cost share payments have been made through September.
Facility Management	3,029,410	2,524,508	2,201,052	323,456	12.8%	372,616	Wages/benefits are 1% below budgeted amounts. Operating expenses are 3% below budgeted amounts. Only 17% of budgeted capital equipment has been purchased through September.
Museum	870,928	725,773	746,652	(20,879)	-2.9%	(28,618)	Public charges are 20% below budgeted amounts. In total, expenses are 1% above budgeted amounts.
Health	2,007,815	1,673,179	1,429,584	243,595	14.6%	221,698	Wages/benefits are 7% under budgeted amounts. Operating expenses are 2% below budgeted amounts.
Park	870,693	725,578	636,085	89,493	12.3%	59,887	Revenues are 23% below budgeted amounts, with the majority in state & federal grants as well as donations. Wages/benefits are 2% under budgeted amounts. Operating expenses are 12% under budgeted amounts.
Human Resources	1,214,094	1,011,745	841,163	170,582	16.9%	149,045	Wages/benefits are 13% below budgeted amounts due to staff vacancies. Operating expenses are 4% above budgeted amounts, with the largest deficit account being Legal Services Chargebacks.
PALS	669,073	557,561	353,657	203,904	36.6%	197,084	In total, revenues are 2% above budgeted amounts. Wages/benefits are 5% below budgeted amounts. The \$50,000 budgeted for the Airport Development & Research Park is anticipated to be carried forward into 2017.
Register of Deeds	(749,921)	(624,934)	(697,315)	72,381	-11.6%	60,982	Revenues are 6% above budgeted amounts. Wages/benefits are 2% below budget. Operating expenses are 6% above budgeted amounts, with most annual software maintenance and contracted services paid already.
Sheriff	28,172,763	23,477,303	23,044,490	432,813	1.8%	10,234	Both revenues and expenses are 1% below budget amounts. Surplus amount is only 0.05% of levy target.
Treasurer	(1,617,205)	(1,347,671)	(1,559,893)	212,222	-15.7%	234,775	Property tax interest/penalties is 7% below budget. Revenues include a mark-to-market adjustment gain of \$382,000. Wages/benefits are 3% below budget. Operating expenses are 7% above budget, with the largest account being tax deed expenses.
UW Extension	427,768	356,473	422,028	(65,555)	-18.4%	(76,864)	Revenues are 7% below budget, including donations at only 19% of budgeted amounts. Wages/benefits are 12% below budgeted amounts. Operating expenses are 15% over budget, primarily due to 4th quarter UW employees wages/benefits being paid already.

Brown County
Financial Statement Results - Levy Funded Departments
Property Tax Levy (Over) Under Approved Amount
As of 10/31/2016

Levy Funded Departments	Property Tax					Surplus (Deficit) as % of target levy	Prior Month Report	Comments (quarterly only) (September comments are below)
	Annual 2016 Levy	Levy Target	Actual Amounts	Surplus / (Deficit)				
Veterans Service	352,688	293,907	259,910	33,997		11.6%	38,058	Donations have been higher than anticipated. Veterans Support Services expenses have been only 25% of budgeted amounts.
Subtotal	49,693,556	41,411,299	38,530,892	2,880,407		7.0%	2,222,456	
General Government	(9,819,748)	(8,183,123)	(5,182,196)	(3,000,927)		36.7%	(2,343,118)	Shared revenues received in November. Casual pay, retirement, and sick leave transfers occur at year-end. Transfer to Community programs (\$500,000) did not occur until 4th quarter.
General Fund Total	39,873,808	33,228,176	33,348,696	(120,520)		-0.4%	(120,662)	
Library	6,526,788	5,438,990	5,600,852	(161,862)		-3.0%	(198,992)	Revenues in total are as budgeted. Wages/benefits are 1% below budget. Operating expenses and capital outlay are both 2% over budgeted amounts.
Community Programs	16,249,887	13,541,573	13,971,862	(430,289)		-3.2%	(643,355)	The budgeted transfer of \$500,000 from the General fund did not occur until 4th quarter. No accrual entry has been made in relation to the WMCR revenue, which is budgeted at \$200,000. Taking these items into account, the current deficit is approximately (\$118,000), which is only 1% of the levy target.
Community Treatment Center	2,797,019	2,330,849	2,963,043	(632,194)		-27.1%	(647,708)	Intergovernmental revenue and public charges are 2% to 3% above budgeted amounts. Wages/benefits are 5% above budget, and operating expenses are 2% above budget.
Child Support	365,963	304,969	370,735	(15,766)		-5.2%	8,959	State/federal revenues are running 1% lower than related expenses, due to timing of some revenue sources.
Syble Hopp School	2,802,612	2,802,612	2,177,752	624,860		22.3%	1,201,390	Syble Hopp is on a different fiscal year than Brown County.
County Roads and Bridges	145,000	120,833	993,942	(873,109)		-722.6%	(1,724,023)	The transfer municipality non-required funds back to the municipalities as well as the \$533,000 transfer to Facilities Management have been completed for the entire year.
Debt Services	13,888,824	1,416,803	1,556,797	(139,994)		-9.9%	41,181	Scheduled November debt payments have been taken into account.
2016 Highway Projects	829,400	829,400	(1,861,562)	2,690,962		324.4%	3,503,155	Construction related expenses are 36% behind budgeted amounts.
Aging Resource Center	659,795	495,961	(325,311)	821,272		165.6%	842,557	ADRC ledger is only updated every six months. 75% of property tax levy has been recognized.
Grand Total	84,139,096	60,510,166	58,746,806	1,763,360		2.9%	2,262,502	



Treasurer's Budget Performance Report

Date Range 01/01/16 - 10/31/16
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	% used/ Rec'd
Fund 100 - GF								
REVENUE								
Department 080 - Treasurer								
Division 001 - General								
4100	General property taxes	(1,617,205.00)	.00	(1,617,205.00)	(134,767.08)	.00	(1,347,670.80)	83
4108	Interest on taxes	1,000,000.00	.00	1,000,000.00	66,989.02	.00	725,999.69	73
4109	Penalties on taxes	365,000.00	.00	365,000.00	33,208.72	.00	266,230.67	73
4110	Penalties on special assessments	40,000.00	.00	40,000.00	1,983.96	.00	43,042.94	108
4490	Ag use conversion	.00	.00	.00	.00	.00	65,281.69	+++
Charges and fees								
4600	Charges and fees Tax Deed	.00	50,000.00	50,000.00	59,047.61	.00	59,047.61	118
4600 - Charges and fees Totals								
		\$0.00	\$50,000.00	\$50,000.00	\$59,047.61	\$0.00	\$59,047.61	118%
4700	Intergovt charges	50,000.00	(50,000.00)	.00	(50,242.95)	.00	.00	+++
4900	Miscellaneous	40,000.00	.00	40,000.00	4,043.60	.00	22,535.05	56
4905	Interest	764,210.00	.00	764,210.00	46,367.15	.00	483,025.91	63
4907	Unrealized Gain or Loss - Interest	.00	.00	.00	.00	.00	381,800.34	+++
4960	Gain or Loss on Sale - Tax Deeds	(10,000.00)	.00	(10,000.00)	.00	.00	37,408.65	-374
4990	Cash Over/Short	.00	.00	.00	.51	.00	7.62	+++
Transfer in								
9002	Transfer in HR	.00	15.00	15.00	.00	.00	15.00	100
9002 - Transfer in Totals								
		\$0.00	\$15.00	\$15.00	\$0.00	\$0.00	\$15.00	100%
Division 001 - General								
Department 080 - Treasurer								
REVENUE TOTALS								
		\$632,005.00	\$15.00	\$632,020.00	\$26,630.54	\$0.00	\$736,724.37	117%
		\$632,005.00	\$15.00	\$632,020.00	\$26,630.54	\$0.00	\$736,724.37	117%
		\$632,005.00	\$15.00	\$632,020.00	\$26,630.54	\$0.00	\$736,724.37	117%
EXPENSE								
Department 080 - Treasurer								
Division 001 - General								
Regular earnings								
5100	Regular earnings	262,046.00	.00	262,046.00	15,635.72	.00	194,895.05	74
5100,998	Regular earnings Budget: only	371.00	.00	371.00	.00	.00	.00	0
5100 - Regular earnings Totals								
		\$262,417.00	\$0.00	\$262,417.00	\$15,635.72	\$0.00	\$194,895.05	74%
Paid leave earnings								
5102	Paid leave earnings	.00	.00	.00	1,286.26	.00	9,735.92	+++
5102.100	Paid leave earnings Vacation	.00	.00	.00	61.91	.00	792.01	+++
5102.200	Paid leave earnings Personal	.00	.00	.00	39.20	.00	347.90	+++
5102.300	Paid leave earnings Casual time used	.00	.00	.00	.00	.00	14.70	98
5102.400	Paid leave earnings Sick	.00	15.00	15.00	.00	.00	2,450.32	+++
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	13,340.85	88939%
5102 - Paid leave earnings Totals								
		\$0.00	\$15.00	\$15.00	\$1,387.37	\$0.00	\$13,340.85	88939%



Treasurer's Budget Performance Report

Date Range 01/01/16 - 10/31/16

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD	% used/
5103	Premium								
5103.000	Premium Overtime	2,702.00	.00	2,702.00	.00	.00	602.55	22	22%
	5103 - Premium Totals	\$2,702.00	\$0.00	\$2,702.00	\$0.00	\$0.00	\$602.55		
5110	Fringe benefits								
5110.100	Fringe benefits FICA	19,460.00	.00	19,460.00	1,227.74	.00	15,142.84	78	75
5110.110	Fringe benefits Unemployment compensation	662.00	.00	662.00	40.14	.00	494.83	75	84
5110.200	Fringe benefits Health Insurance	43,050.00	.00	43,050.00	3,346.56	.00	36,207.84	84	77
5110.210	Fringe benefits Dental Insurance	4,457.00	.00	4,457.00	279.88	.00	3,418.24	65	76
5110.220	Fringe benefits Life Insurance	420.00	.00	420.00	18.82	.00	274.52	65	84
5110.230	Fringe benefits LT disability insurance	934.00	.00	934.00	64.49	.00	714.10	84	84
5110.235	Fringe benefits Disability insurance	2,262.00	.00	2,262.00	189.00	.00	1,890.00	84	84
5110.240	Fringe benefits Workers compensation insurance	392.00	.00	392.00	33.00	.00	330.00	71	79%
5110.300	Fringe benefits Retirement	17,553.00	.00	17,553.00	1,061.88	.00	12,399.47	0	0
	5110 - Fringe benefits Totals	\$89,190.00	\$0.00	\$89,190.00	\$6,261.51	\$0.00	\$70,871.84		
5198	Fringe benefits - Budget only	44.00	.00	44.00	.00	.00	.00	27	71
5300	Supplies								
5300	Supplies	4,450.00	.00	4,450.00	.00	.00	1,210.66	+++	81
5300.001	Supplies Office	7,000.00	.00	7,000.00	193.15	.00	4,973.76	76%	56%
5300.003	Supplies Technology	.00	.00	.00	.00	.00	24.00	100	0
5300.004	Supplies Postage	49,000.00	.00	49,000.00	3,681.69	.00	39,625.78	+++	+++
	5300 - Supplies Totals	\$60,450.00	\$0.00	\$60,450.00	\$3,874.84	\$0.00	\$45,834.20		
5304	Printing								
5304.100	Printing Forms	12,366.00	.00	12,366.00	431.99	.00	6,882.17	56	56%
	5304 - Printing Totals	\$12,366.00	\$0.00	\$12,366.00	\$431.99	\$0.00	\$6,882.17		
5305	Dues and memberships	100.00	.00	100.00	.00	.00	100.00	100	0
5306	Maintenance agreement								
5306.100	Maintenance agreement Software	2,820.00	.00	2,820.00	.00	.00	.00	0	0%
	5306 - Maintenance agreement Totals	\$2,820.00	\$0.00	\$2,820.00	\$0.00	\$0.00	\$0.00		
5307	Repairs and maintenance								
5307.100	Repairs and maintenance Equipment	1,200.00	.00	1,200.00	.00	.00	.00	0	0%
	5307 - Repairs and maintenance Totals	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00		
5310	Advertising and public notice	1,000.00	.00	1,000.00	.00	.00	84.00	8	68
5330	Books, periodicals, subscription	300.00	.00	300.00	26.45	.00	204.06	56	-19
5340	Travel and training	1,400.00	.00	1,400.00	157.04	.00	784.97	99	+++
5390	Miscellaneous	1,000.00	.00	1,000.00	150.60	.00	(188.35)	99	+++
5392	Service fees	53,000.00	.00	53,000.00	6,317.08	.00	52,637.35	+++	+++
5395	Equipment - nonoutlay	.00	.00	.00	.00	.00	1,850.00	+++	+++
5410	Insurance								



Treasurer's Budget Performance Report

Date Range 01/01/16 - 10/31/16

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	YTD	% used/ Rec'd
5410.400	Insurance Bond	677.00	.00	677.00	.00	.00	678.63	678.63	100%
5410 - Insurance Totals									
5601 - Intra-county expense									
5601	Intra-county expense Technology services	37,178.00	.00	37,178.00	2,152.60	.00	32,441.22	32,441.22	87
5601.100	Intra-county expense Technology services	37,178.00	.00	37,178.00	2,152.60	.00	32,441.22	32,441.22	87
5601.200	Intra-county expense Insurance	2,031.00	.00	2,031.00	169.00	.00	1,690.00	1,690.00	83
5601.300	Intra-county expense Other departmental	90.00	.00	90.00	.00	.00	210.00	210.00	233
5601.350	Intra-county expense Highway	3,500.00	.00	3,500.00	228.71	.00	1,265.81	1,265.81	36
5601.400	Intra-county expense Copy center	1,000.00	.00	1,000.00	560.00	.00	894.42	894.42	89
5601.450	Intra-county expense Departmental copiers	399.00	.00	399.00	33.25	.00	332.50	332.50	83
5601.550	Intra-county expense Document center	9,832.00	.00	9,832.00	377.21	.00	5,374.44	5,374.44	55
5601 - Intra-county expense Totals		\$54,030.00	\$0.00	\$54,030.00	\$3,520.77	\$0.00	\$42,208.39	\$42,208.39	78%
5700	Contracted services	39,384.00	.00	39,384.00	2,657.00	4,987.23	29,386.77	29,386.77	87
5810	Tax deed	39,750.00	.00	39,750.00	8,763.11	.00	60,355.82	60,355.82	152
5815 - Tax refund									
5815	Tax refund	8,125.00	.00	8,125.00	.00	.00	3,974.01	3,974.01	49
5815.100	Tax refund Personal property	2,050.00	.00	2,050.00	.00	.00	.00	.00	0
5815.110	Tax refund Real estate property	6,075.00	.00	6,075.00	.00	.00	3,974.01	3,974.01	39%
5815 - Tax refund Totals		\$10,175.00	\$0.00	\$10,175.00	\$0.00	\$0.00	\$3,974.01	\$3,974.01	39%
Division 001 - General Totals		\$632,005.00	\$15.00	\$632,020.00	\$49,183.48	\$4,987.23	\$524,502.31	\$524,502.31	84%
Department 080 - Treasurer Totals		\$632,005.00	\$15.00	\$632,020.00	\$49,183.48	\$4,987.23	\$524,502.31	\$524,502.31	84%
EXPENSE TOTALS		\$632,005.00	\$15.00	\$632,020.00	\$49,183.48	\$4,987.23	\$524,502.31	\$524,502.31	84%
Fund 100 - GF Totals									
Fund 100 - GF Totals		632,005.00	15.00	632,020.00	26,630.54	.00	736,724.37	736,724.37	117
REVENUE TOTALS		632,005.00	15.00	632,020.00	49,183.48	4,987.23	524,502.31	524,502.31	84
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	(\$22,552.94)	(\$4,987.23)	\$212,222.06	\$212,222.06	
Grand Totals									
Grand Totals		632,005.00	15.00	632,020.00	26,630.54	.00	736,724.37	736,724.37	117
REVENUE TOTALS		632,005.00	15.00	632,020.00	49,183.48	4,987.23	524,502.31	524,502.31	84
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	(\$22,552.94)	(\$4,987.23)	\$212,222.06	\$212,222.06	

Treasurer items on the Administration Committee Agenda for December 7, 2016:

1. Budget Performance Report for the period January – October 2016
2. Discussion and possible action on the following tax deed parcels:

a. **Parcel HB-855-3 (Hobart) at 973 Haven Place**

County cost = \$ 72,902.56 (TIP) + approx. \$ 7,700 - 2016 taxes*

Special Assessment, Special Interest & Penalty due = \$ 26,775.73

*The current assessed valuation of \$401,800 will result in a 2016 tax bill in the ballpark of \$ 7,700 due 1-31-2017 because the parcel was taxable on January 1, 2016.

SALE OPTIONS to consider now:

1. Per WI State Statute 75.35 2d. We could list the property and sell **as is** by means of “engaging licensed real estate brokers and salespersons to assist in selling such lands and pay a commission for such service and to advertise such sale in such manner as it deems proper. The county board may appropriate such sums of money as may be necessary to carry out the provisions of this section.”
2. Sell by use of WI Surplus Online Auction website as is.
3. Sell by use of sealed bids with bid deposit required as is.
4. Sell to a Department of Brown County government
5. Sell to a Municipality

b. **Parcel 21-1293-2 (City of Green Bay) at 1739 Main St.**

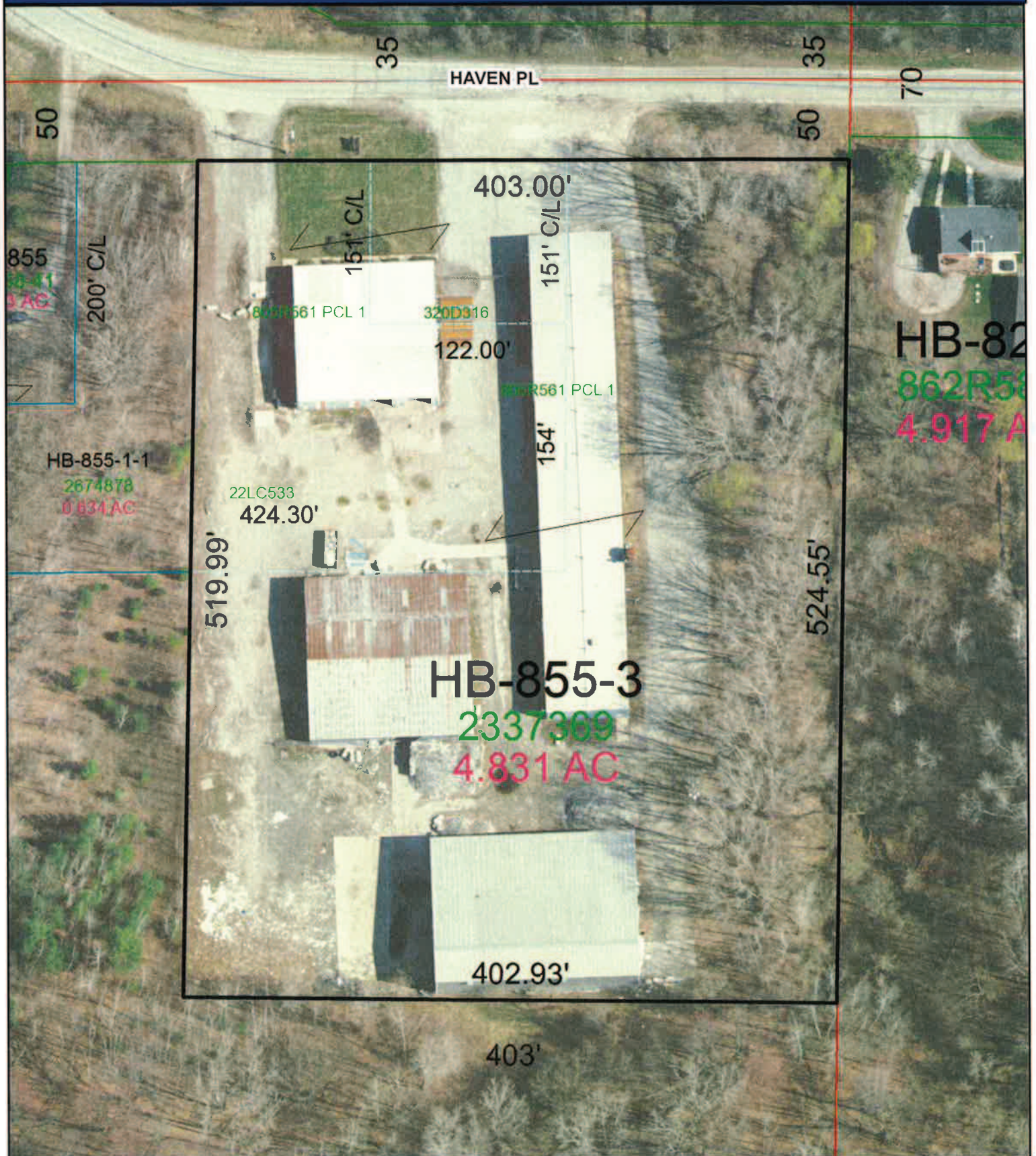
County cost = \$ 24,611.72 (TIP) + approx. \$ 0 - 2016 taxes*

Direction to Proceed?

OPTIONS to consider now:

1. Per WI State Statute 75.35 2d. We could list the property and sell **as is** by means of “engaging licensed real estate brokers and salespersons to assist in selling such lands and pay a commission for such service and to advertise such sale in such manner as it deems proper. The county board may appropriate such sums of money as may be necessary to carry out the provisions of this section.”
2. Sell by use of WI Surplus Online Auction website as is.
3. Sell by use of sealed bids with bid deposit required as is.
4. Sell to a Department of Brown County government
5. Sell to a Municipality
6. Remove contaminated soil in cooperation with WI DNR and then sell

973 Haven Place, Village of Hobart
Parcel #HB-855-3



This map is intended for advisory purposes only. All boundaries shown on this map are general representations only and should NOT be used for legal documentation or boundary survey determinations. This information is based on sources believed to be reliable, but Brown County distributes this information on an As Is basis. No warranties are implied.

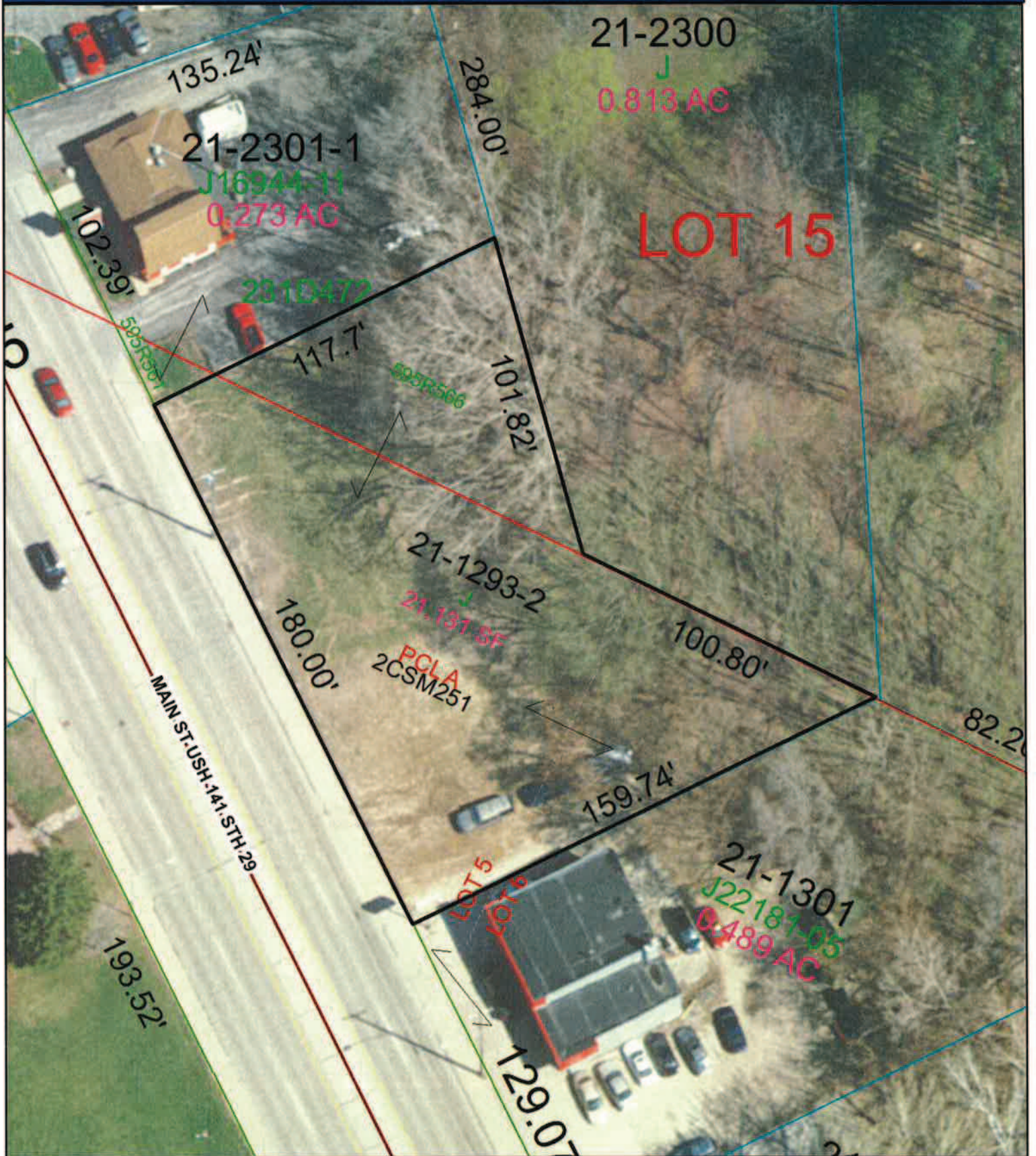
Aerial Photo date: May 2014. Parcel overlay date November 2016

1 in = 80 ft



lea

1739 Main St, City of Green Bay
Parcel# 21-1293-2



This map is intended for advisory purposes only. All boundaries shown on this map are general representations only and should NOT be used for legal documentation or boundary survey determinations. This information is based on sources believed to be reliable, but Brown County distributes this information on an As Is basis. No warranties are implied.

Aerial Photo date: May 2014. Parcel overlay date November 2016

1 in = 40 ft



75.35 Sale of tax-deeded lands; purchase of adjacent lands.

(1) DEFINITION. In this section "tax-deeded lands" means lands which have been acquired by a county through enforcement of the collection of delinquent taxes by tax deed, foreclosure of tax certificate, deed in lieu of tax deed, action in rem under s. 75.521 or other means.

(2) POWER OF COUNTY TO SELL TAX-DEEDED LANDS.

(a) Except as provided in s. 75.69, any county shall have the power to sell and convey its tax-deeded lands in such manner and upon such terms as the county board may by ordinance or resolution determine, including without restriction because of enumeration, sale by land contract, or by quitclaim or warranty deed with mortgage from vendee to secure any unpaid balance of the purchase price. Such mortgage may be foreclosed in the same manner as any other mortgage. The title to lands conveyed by land contract shall remain in the county until fully paid for and in the event of default in such payment the county may foreclose the land contract with costs and reasonable attorney fees. When such land contract runs to a person or private corporation, the lands therein conveyed shall be placed on the tax roll and be subject to taxation the same as though absolute title thereto was vested in the purchaser under such land contract. Such purchaser shall be liable to pay all taxes against such land and in the event of failure to make such payment the county may pay the same and add the sum so paid to the amount due on the land contract.

(c) Any conveyance by land contract or deed or satisfaction of mortgage shall be executed by the county clerk under the clerk's hand and the seal of the county.

(d) The county board may delegate its power to manage and sell tax-deeded lands to a committee constituted of such personnel and in such manner and compensated at such rate as the county board may by ordinance determine, provided that the compensation and mileage of county board members serving on such committee shall be limited and restricted as provided in s. 59.13 (2), or the county board may delegate the power of acquisition, management and sale of tax-deeded lands or any part of such power to such officer and departments of the county as the county board may by ordinance determine. Such ordinance shall prescribe the policy to be followed in the acquisition, management and sale of tax-deeded land and shall prescribe generally the powers and duties of such committee, officers, departments, employees and agents. The county board is authorized to engage licensed real estate brokers and salespersons to assist in selling such lands and pay a commission for such service and to advertise such sale in such manner as it deems proper. The county board may appropriate such sums of money as may be necessary to carry out the provisions of this section.

(e) Any county acting either by its board or by delegated authority as provided in this section may sell and convey tax-deeded lands to the former owner or owners thereof and such conveyance shall not operate to revive any tax certificate lien or any other lien whatsoever which was cut off and rendered void by the tax deed, foreclosure of tax certificate, deed in lieu of tax deed, action in rem under s. 75.521 or other means by which the county acquired title to such land, nor shall it revive the lien of any tax certificate or tax dated subsequently to the date on which the county acquired its title. The enactment into statute law of the provisions of this paragraph shall not be deemed an expression of legislative intent that the prior common law of this state was otherwise than as herein provided.

(f) If special assessments, as defined in s. 75.36 (1), levied on the tax-deeded land have not been settled in full under s. 74.29 or otherwise paid to the taxing jurisdiction that levied the special assessments, the taxing jurisdiction may purchase the tax-deeded land by notifying the county of its intent to do so at any time within one year after the period of redemption has expired but prior to the date upon which the tax-deeded land is sold to another person by the county. The amount for which the tax-deeded land may be purchased shall be the sum of the following:

1. All expenses incurred by the county to obtain marketable title to the property, except that the time of county employees and officers may not be included in those expenses. The county may establish a reasonable estimate of the average cost to obtain marketable title to property which it may use instead of determining the actual costs for any parcel sold by the county.

2. All amounts of unpaid general property taxes, special assessments, special charges and special taxes levied against the property sold, including interest and penalties imposed under s. 74.47 previously paid to taxing jurisdictions by the county.

3. Any withdrawal tax and any withdrawal fee due under s. 77.84 (3) (b).

4. Any unpaid special assessments or special charges that were not levied by the taxing jurisdiction purchasing the tax-deeded land. The county shall pay any amounts received under this subdivision to the taxing jurisdiction which levied the special assessment or special charge.

(3) PREFERENCE TO FORMER OWNER TO REPURCHASE. The county board may, at its option, by ordinance provide that in the sale of tax-deeded lands, the former owner who lost his or her title through delinquent tax collection enforcement procedure, or his or her heirs, may be given such preference in the right to purchase such lands as such ordinance shall provide. Such ordinance may provide that such sale be exempt from any or all provisions of s. 75.69 if the net proceeds from the sale to the former owner as determined under s. 75.36 (3) will be sufficient to pay all special assessments and special charges to which the property is subject, including interest imposed under s. 74.47, or if the county settles in full with the taxing jurisdiction for special assessments, as defined in s. 75.36 (1), to which the property is subject. Such ordinance shall not apply to tax-deeded lands which have been improved for or dedicated to a public use by the county subsequent to its acquisition thereof.

(4) PURCHASE OF ADJACENT LANDS. A county may purchase lands adjacent to tax-deeded lands in cases where the county board determines that such purchase will improve the salability of such tax-deeded lands or will create access to streets or highways for lands lacking such access.

(7) LIABILITY PRECLUDED. Absent fraud, no county is liable for acts or omissions associated with the sale of property under this section.

History: 1987 a. 27, 378; 1989 a. 104; 1993 a. 184; 1995 a. 201; 2003 a. 228.

Cross-reference: See s. 59.52 (6) for power of county to direct county clerk to sell or contract for sale and conveyance of land owned by county, whether acquired by tax deed or otherwise.

An ordinance under sub. (3) allowed a mortgagor to reacquire foreclosed property free of the mortgage lien. *Bank of Commerce v. Waukesha County*, 89 Wis. 2d 715, 279 N.W.2d 237 (1979).

75.36 County acquisition and sale of property.

(1) DEFINITION. In this section, "special assessments" means unpaid installments of special assessments which were levied on real property prior to the date that the county acquired the real property by taking of a tax deed under this chapter. "Special assessments" includes amounts delinquent when the property became subject to a tax certificate, installments which became delinquent during the time the property is subject to a tax certificate and all installments payable after the date the county takes a tax deed under this chapter. "Special assessments" does not include unpaid amounts of special assessments deferred under s. 66.0715 (2), unless the taxing jurisdiction has acted under s. 66.0715 (2) (b).

(2) ACQUISITION OF PROPERTY BY COUNTY, EFFECT ON LIABILITIES.

(a) If property is acquired by a county taking a tax deed under this chapter, the county is not required to pay any special charges or special assessments until the property is sold by the county. In the case of lands designated as forest croplands or managed forest lands, the county is not required to pay any taxes under s. 77.04 until the forest crop is cut. The liens of the tax certificate and of all general property taxes, special assessments, special charges and special taxes levied against the property shall merge in the county's title.

(b) If the county did not settle for unpaid special assessments or special charges under s. 74.29, the county treasurer shall notify all taxing jurisdictions that the county has acquired the property under this chapter. Each taxing jurisdiction shall certify to the county treasurer the unpaid special assessments and special charges to which the property is subject.

(c) If the county's title to the lands taken by tax deed is adjudged to be void, the county shall reinstate any canceled taxes and any liens previously merged under par. (a).

(2m) NOTICE; PROCEEDS. Upon acquisition of a tax deed under this chapter if sub. (4) applies, the county treasurer shall notify the former owner, by registered mail or certified mail sent to the former owner's mailing address on the tax bill, that the former owner may be entitled to a share of the proceeds of a future sale. If the former owner does not request, in writing, payment within 60 days after receipt of that notice, the former owner forfeits all claim to those proceeds. If the former owner timely requests payment, the county shall send to the former owner the proceeds identified in sub. (3) (c) minus any delinquent taxes, interest and penalties owed by the former owner to the county in regard to other property and minus the greater of the following amounts:

(a) Five hundred dollars plus 50 percent of the amount obtained by subtracting \$500 from the proceeds identified in sub. (3) (c).

(b) The actual costs of the sale as specified under sub. (3) (a) plus 2 percent of the sale price plus all amounts disbursed under sub. (3) (b) and plus the amount of property taxes that would have been owed on the property for the year during which the sale occurs if the county had not acquired the property.

(3) DISTRIBUTION OF PROCEEDS OF SALE. If a county sells property that was acquired by taking of a tax deed under this chapter, the county treasurer shall do all of the following:

(a) Determine the net proceeds from the sale of the property by subtracting from the sale price all of the following:

1. The following costs, including personnel costs associated with them: foreclosure costs, record-keeping costs, legal costs, advertising costs and title insurance costs. A county may establish a reasonable estimate of the average costs under this subdivision incurred with respect to property sold after the taking of a tax deed which it may use instead of determining the actual costs for any parcel sold by the county.

1m. The following actual costs, including personnel costs associated with them: maintenance costs that are required for compliance with building codes or health orders, board-up costs, clean-up costs, demolition costs and all other costs that are reasonable and necessary to sell the property except costs under subd. 2.

2. The amount of real estate agent or broker fees paid for selling the property.

3. All amounts of unpaid general property taxes, special assessments, special charges and special taxes levied against the property sold, including interest and penalties imposed under s. 74.47 previously paid to taxing jurisdictions by the county.

(b) From the net proceeds of the sale of the property, as determined under par. (a), first pay any withdrawal tax and withdrawal fee due under s. 77.84 (3) (b) and then pay to taxing jurisdictions all special assessments and special charges to which the property is subject, including interest and any penalties imposed under s. 74.47. If the net proceeds are not sufficient to pay all outstanding amounts due, the net proceeds shall be prorated to each taxing jurisdiction based upon the ratio that the amount of all special assessments and special charges due that taxing jurisdiction bears to the amount of all special assessments and special charges levied against the property sold, including interest and any penalties imposed under s. 74.47. Amounts payable under this paragraph shall be paid to the taxing jurisdiction within 15 days after the last day of the month in which sale proceeds become available to the county.

(c) Distribute any remaining net proceeds that are subject to sub. (4).

(4) HOMESTEAD PROCEEDS. If the former owner had used the property sold as the former owner's homestead at any time during the 5 years preceding the county's acquisition of it under this chapter, the county shall distribute the remainder of the sale proceeds to that former owner.

History: 1987 a. 378 ss. 120, 122; 1989 a. 104; 1997 a. 72, 224; 1999 a. 150 s. 672; 2001 a. 30 s. 108; 2003 a. 228; 2015 a. 358.

75.69 Sale of tax delinquent real estate.

(1) Except as provided in sub. (1m), no tax delinquent real estate acquired by a county may be sold unless the sale and appraised value of such real estate has first been advertised by publication of a class 3 notice, under ch. 985. Any county may accept the bid most advantageous to it but, at the first attempt to sell the property, every bid less than the appraised value of the property shall be rejected. Any county is authorized to sell for any amount any land previously advertised for sale after advertising the sale of such land by publication of a class 1 notice, under ch. 985; except that no property may be sold for an amount that is less than the property's appraised value unless the county board or a committee designated by the county board has reviewed and approved such a sale and no property may be sold for an amount that is less than the amount of the highest bid unless the county board or a committee designated by the county board prepares a written statement, available for public inspection, that explains the reasons for accepting a bid that is less than the highest bid. In this subsection, "appraised value" means the value determined, at the discretion of the county board, by the county board, a committee designated by the county board, or a certified appraiser, as defined in s. 458.01 (7).

(1m)

(a) Subsection (1) does not apply to counties with a population of 500,000 or more.

(b) Notwithstanding sub. (1), any county may advertise the sale of any or all of its real estate that has been tax delinquent for at least 4 years by publishing a class 3 notice under ch. 985, indicating in which municipality or municipalities and in which ward or wards the real estate is located and the place and date for filing written bids but without listing specific parcels or appraised values for the parcels, if the county makes readily available in the courthouse a list of the parcels and the appraised value of each parcel.

(2) This section shall not apply to exchange of property under s. 59.69 (8), to withdrawal and sale of county forest lands, nor to the sale or exchange of lands to or between municipalities or to the state.

(3) This section shall apply to all tax delinquent lands regardless of the date of acquisition by the county.

(4) No tax delinquent real estate may be sold by a county under this section unless notice of such sale is mailed to the clerk of the municipality in which the real estate is located at least 3 weeks prior to the time of the sale. Any county may sell tax delinquent real estate by open or closed bid.

History: 1983 a. 344; 1987 a. 378; 1995 a. 201; 2003 a. 123.

Counties may not transfer county owned mineral rights, acquired through nonpayment of taxes to private persons without following the appraisal and public sale provisions of this section. 67 Atty. Gen. 236.

When a county proceeds under sub. (1), it can accept a bid it considers, in good faith, to be most advantageous to the county in view of the criteria in the bid notice. 70 Atty. Gen. 1.



Brown County Supervisor Richard Schadewald
Brown County Administration Committee
Room 200, 305 E. Walnut Street
Green Bay, WI 54301

November 22, 2016

Re: Brown County Port & Resource Recovery Proposal to Purchase 973 Haven Place in Hobart

Dear Brown County Supervisor Schadewald,

Village Staff has informed the Village Board of Brown County Port & Resource Recovery's proposal to purchase a tax delinquent property within the Village located at 973 Haven Place. In a discussion held with Village staff, Dean Haen and Chad Doverspike from Brown County Port & Resource Recovery and Paul Zeller, Brown County Treasurer outlined a plan to purchase, clean up, remove structurally compromised buildings; and secure remaining buildings and the site. Mr. Haen and Mr. Doverspike also touched on conceptual uses for this property, as well as advising the Brown County Administration Committee would be conditioning their purchase approval to require Brown County Port & Resource Recovery to redevelop and utilize the property within a 5-year window.

Brown County Port & Resource Recovery indicated the following plans to clean up, raze structurally unsafe buildings, and secure remaining buildings and the site:

Step 1: Deconstruction of 2 out of the 4 buildings on the site will be done through a contractor. Determination has been made 2 remaining buildings are unusable and will be deconstructed and removed from location accordingly.

Step 2: Work with a contractor to remove glass piles which have accumulated around site location.

Step 3: Estimate of 15-20 loads of dump truck hauls will be required to remove deconstruction materials.

Step 4: 2 remaining buildings will be cleaned out and just shelled by using Hueber employees.

Step 5: Concrete blocks and other methods will be utilized to plug up walls and window holes to decrease accessibility. This will be done in conjunction with HLPD to establish proper site lines and surveillance requirements.

Step 6: Septic/Well System will need to be abandoned, televised and pumped if necessary and removed from the site. Determination has been made these are not salvageable.

The anticipated plan is to complete the described work by the end of 2016 or early spring of 2017.

In reviewing the plan outlined above by Brown County Port & Resource Recovery, the Village Board would like to offer its support conditioned on the following:

1. The Village will be paid for delinquent special charges from 2012-2015 which during our initial meeting with County Treasurer Zellers were at \$19,640.37 and had overall interest of \$4,756.91;
2. The Village will be paid for any delinquent special charges applied towards 2016;
3. The Village will be paid for any 2016 delinquent storm water charges placed on property;
4. The outstanding balances from 2012-2016 will be paid to the Village by January 31, 2017, or an alternate mutually agreed upon date;
5. The Village of Hobart Restrictive Covenant will be added to the property preventing parcel to be removed from Village tax base;
6. The Village of Hobart will be given first opportunity to purchase property for the costs incurred by Brown County should Brown County determine it will dispose of it in the future.

The Village of Hobart looks forward to working with Brown County Port & Resource Recovery pertaining to any required reviews, approvals, and permits which may be required in their efforts to redevelop this property. Further, we look forward to assisting Brown County Treasurer Zellers pertaining to any financial information he may require.

Thank you very much for your consideration and please feel free to contact any of the below Village Board members for additional information and dialogue.

Sincerely,



Richard R. Heidel, R.E.
Village President



Tim Carpenter
Village Trustee



Debbie Schumacher
Village Trustee



Dave Dillenburg
Village Trustee



Ed Kazik
Village Trustee

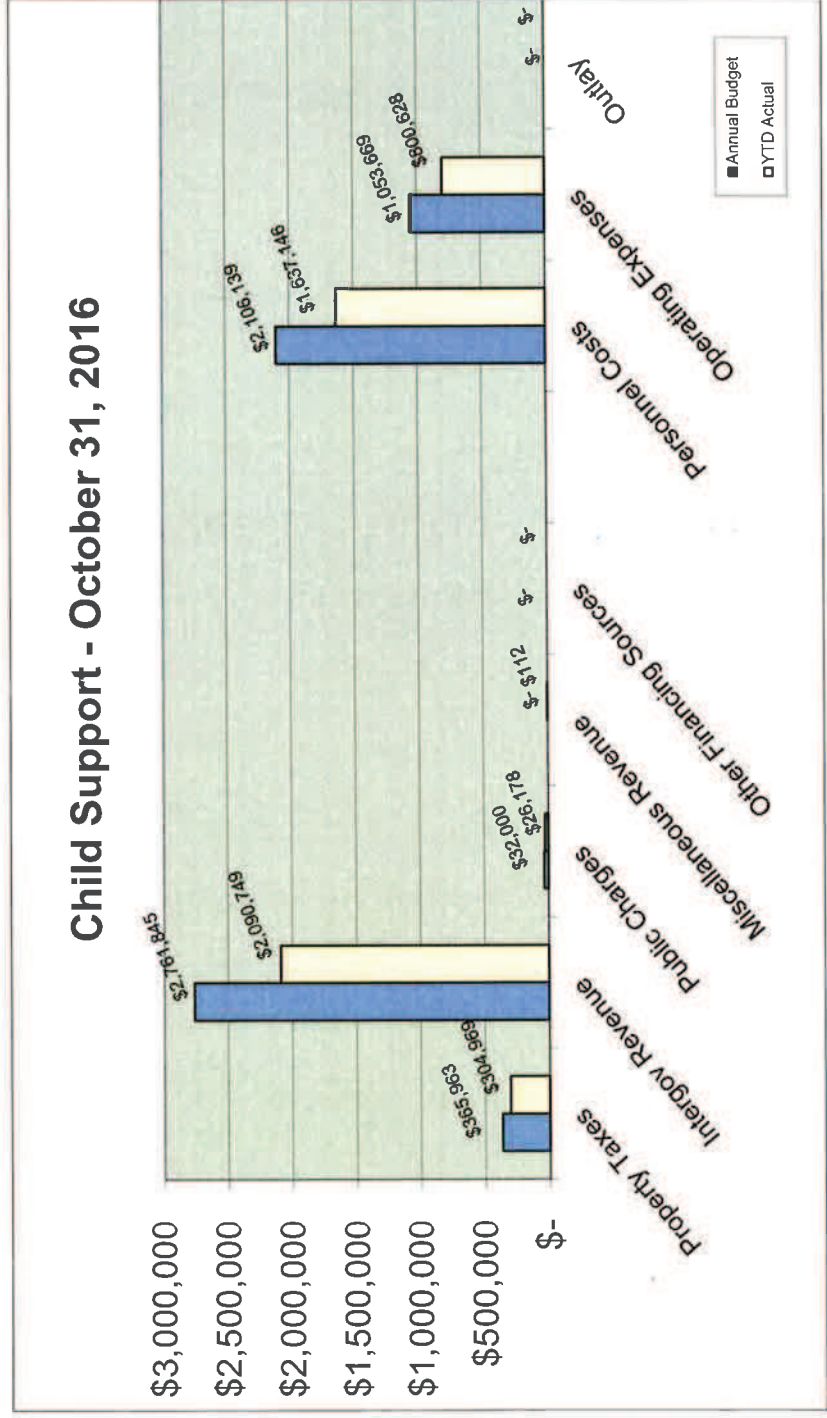
Child Support
Budget Status Report (Unaudited)
10/31/16

	Annual Budget	YTD Actual	YTD Percentage	Comments:
Property Taxes	\$ 365,963	\$ 304,969	83.3%	
Intergov Revenue	\$ 2,761,845	\$ 2,090,749	75.7%	
Public Charges	\$ 32,000	\$ 26,178	81.8%	
Miscellaneous Revenue	\$ -	\$ 112	#DIV/0!	
Other Financing Sources	\$ -	\$ -	#DIV/0!	
Personnel Costs	\$ 2,106,139	\$ 1,637,146	77.7%	
Operating Expenses	\$ 1,053,669	\$ 800,628	76.0%	
Outlay	\$ -	\$ -	#DIV/0!	

Comments:

Revenue: All categories are within budget based upon spending.

Expenses: On target and in line with projections





Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 210 - Child Support										
REVENUE										
Department 017 - Child Support										
Division 001 - General										
4100	General property taxes	365,963.00	.00	365,963.00	30,496.92	.00	304,969.20	60,993.80	83	346,776.00
4302 State grant and aid revenue										
4302	State grant and aid revenue	1,644,558.00	.00	1,644,558.00	103,755.63	.00	1,473,652.89	170,905.11	90	1,436,740.16
4302.003	State grant and aid revenue Incentives	479,923.00	.00	479,923.00	9,946.00	.00	132,659.00	347,264.00	28	631,292.00
4302.004	State grant and aid revenue GPR	365,653.00	.00	365,653.00	.00	.00	318,050.00	47,603.00	87	318,049.00
4302.007	State grant and aid revenue SPSK	271,711.00	.00	271,711.00	58,706.56	.00	166,386.72	105,324.28	61	250,520.87
4302 - State grant and aid revenue Totals		\$2,761,845.00	\$0.00	\$2,761,845.00	\$172,408.19	\$0.00	\$2,090,748.61	\$671,096.39	76%	\$2,636,602.03
4600 Charges and fees										
4600.601	Charges and fees Genetic test	18,000.00	.00	18,000.00	1,265.87	.00	13,078.63	4,921.37	73	17,635.13
4600.602	Charges and fees Vital statistics	500.00	.00	500.00	30.00	.00	386.92	113.08	77	368.41
4600.603	Charges and fees Paper service	8,500.00	.00	8,500.00	380.94	.00	8,165.76	334.24	96	8,215.83
4600.604	Charges and fees Non IV-D service	4,500.00	.00	4,500.00	315.00	.00	4,191.00	309.00	93	4,340.00
4600 - Charges and fees Totals		\$31,500.00	\$0.00	\$31,500.00	\$1,991.81	\$0.00	\$25,822.31	\$5,677.69	82%	\$30,559.37
4601 Sales										
4601.012	Sales Copy machine use	500.00	.00	500.00	49.00	.00	355.75	144.25	71	335.25
4601 - Sales Totals		\$500.00	\$0.00	\$500.00	\$49.00	\$0.00	\$355.75	\$144.25	71%	\$335.25
4900	Miscellaneous	.00	.00	.00	112.00	.00	112.00	(112.00)	+++	.00
001 - General Totals		\$3,159,808.00	\$0.00	\$3,159,808.00	\$205,057.92	\$0.00	\$2,422,007.87	\$737,800.13	77%	\$3,014,272.65
017 - Child Support Totals		\$3,159,808.00	\$0.00	\$3,159,808.00	\$205,057.92	\$0.00	\$2,422,007.87	\$737,800.13	77%	\$3,014,272.65
REVENUE TOTALS		\$3,159,808.00	\$0.00	\$3,159,808.00	\$205,057.92	\$0.00	\$2,422,007.87	\$737,800.13	77%	\$3,014,272.65
EXPENSE										
Department 017 - Child Support										
Division 001 - General										
Regular earnings										
5100	Regular earnings	1,461,742.00	.00	1,461,742.00	99,624.55	.00	998,926.29	462,815.71	68	1,207,497.50
5100.998	Regular earnings Budget only	183.00	.00	183.00	.00	.00	.00	183.00	0	.00
5100 - Regular earnings Totals		\$1,461,925.00	\$0.00	\$1,461,925.00	\$99,624.55	\$0.00	\$998,926.29	\$462,998.71	68%	\$1,207,497.50
Paid leave earnings										
5102	Paid leave earnings	.00	.00	.00	9,062.63	.00	80,256.96	(80,256.96)	+++	107,477.50
5102.100	Paid leave earnings Vacation	.00	.00	.00	511.30	.00	16,443.72	(16,443.72)	+++	21,578.64
5102.200	Paid leave earnings Personal	.00	.00	.00	722.15	.00	11,342.08	(11,342.08)	+++	25,891.90
5102.300	Paid leave earnings Casual time used	.00	.00	.00	.00	.00	21,395.45	(21,395.45)	+++	42,646.93
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	3,939.85	(3,939.85)	+++	3,628.52
5102.600	Paid leave earnings Other (funeral, jury duty, etc)	.00	.00	.00	.00	.00	(844.77)	844.77	+++	844.77
5102.999	Paid leave earnings Accrual	.00	.00	.00	.00	.00	.00	.00	+++	\$202,068.26
5102 - Paid leave earnings Totals		\$0.00	\$0.00	\$0.00	\$10,296.08	\$0.00	\$132,533.29	(\$132,533.29)	+++	\$202,068.26
Premium										
5103	Premium	.00	.00	.00	331.43	.00	1,426.84	(1,426.84)	+++	9,673.83
5103.000	Premium Overtime	.00	.00	.00	.00	.00	.00	.00	+++	280.82
5103.100	Premium Comp time payout	.00	.00	.00	.00	.00	.00	.00	+++	



Fiscal Year to Date 10/31/16

7



Brown County, Indiana Performance Report - 2016, 2017
unaudited

Fiscal Year to Date 10/31/16
Include Rollup Account and Rollup to Account

5716 - Legal services Totals									
5762	Med exams/autopsies/genetic test	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
5784	Interpreter services	24,000.00	.00	24,000.00	1,801.00	.00	12,831.25	11,168.75	53
9003	Transfer out	2,000.00	.00	2,000.00	298.00	.00	1,250.00	750.00	62
9003.100	Transfer out General Fund	.00	.00	.00	.00	.00	.00	.00	+++
9003 - Transfer out Totals									
Division		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
001 - General Totals		\$3,159,808.00	\$0.00	\$3,159,808.00	\$229,783.81	\$20,242.78	\$2,437,774.09	\$701,791.13	78%
Department		\$3,159,808.00	\$0.00	\$3,159,808.00	\$229,783.81	\$20,242.78	\$2,437,774.09	\$701,791.13	78%
017 - Child Support Totals		\$3,159,808.00	\$0.00	\$3,159,808.00	\$229,783.81	\$20,242.78	\$2,437,774.09	\$701,791.13	78%
EXPENSE TOTALS		\$3,159,808.00	\$0.00	\$3,159,808.00	\$229,783.81	\$20,242.78	\$2,437,774.09	\$701,791.13	78%
Fund 210 - Child Support Totals									
REVENUE TOTALS		3,159,808.00	.00	3,159,808.00	205,057.92	.00	2,422,007.87	737,800.13	77
EXPENSE TOTALS		3,159,808.00	.00	3,159,808.00	229,783.81	20,242.78	2,437,774.09	701,791.13	78
Fund 210 - Child Support Totals		\$0.00	\$0.00	\$0.00	(\$24,725.89)	(\$20,242.78)	(\$15,766.22)	\$36,009.00	
Grand Totals									
REVENUE TOTALS		3,159,808.00	.00	3,159,808.00	205,057.92	.00	2,422,007.87	737,800.13	77
EXPENSE TOTALS		3,159,808.00	.00	3,159,808.00	229,783.81	20,242.78	2,437,774.09	701,791.13	78
Grand Totals		\$0.00	\$0.00	\$0.00	(\$24,725.89)	(\$20,242.78)	(\$15,766.22)	\$36,009.00	
Grand Totals		\$4,000.00						\$4,000.00	

Departmental Openings Summary-November 2016

To: Administration Committee

From: Child Support Department

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
(fully staffed!)				

Ex: Transfer, Wage, Working Conditions



Child Support Agency Director Summary October/November 2016

Performance Measures Comparisons as of 9/30/16

Federal Performance Measures	Brown FFY 9/30/16	Brown YTD 9/30/15	YTD Improvement 2015 vs 2016	State Average	Brown vs. State
Court Order Rate	89.39%	89.26%	13%	87.18%	2.21%
Paternity Establish Rate	110.97%	109.34%	1.63%	104.84%	6.13%
Current Supp Collections	78.18%	77.92%	.26%	74.48%	3.70%
Arrears Collection Rate	70.57%	69.33%	1.24%	69.05%	1.52%

	Brown County 9/30/16	Brown County As of 9/30/15	Difference 2015 vs 2016	Statewide Total increase	Average caseload
Caseload size	14,473	14,454	+19	-1,983	1040

Overview-pre SPSK & post SPSK

Federal Performance Measures	Brown FFY 9/30/11	Brown FFY 9/30/12	Brown FFY 9/30/13	Brown FFY 9/30/14	Brown FFY 9/30/15	Brown FFY 9/30/16	Improvement 2011-2016 FFY
Paternity Establishment	102.38%	107.48%	107.15%	109.22%	109.34 %	110.97%	
Court Order	86.31%	89.12%	89.88%	89.16%	89.26%	89.39%	
Current Support	74.27%	74.62.%	76.45%	76.61%	77.92%	78.18%	
Arrears	63.62%	67.96%	68.89%	69.01%	69.33%	70.57%	

Current Support increase of **3.91%** = \$862,263

Arrears increase of **6.95%** = \$326,650

Total approximate increase = **\$1.18M**

Director Updates

STAFFING UPDATES

The Child Support Agency remains fully staffed.

Recruitment to fill the Assistant Corporation Counsel Attorney position took place and Attorney Jacob Evans has left the DA's office and joined the agency as of 11/28/16. Welcome Attny Evans!

SPSK GRANT UPDATES

Dialogue continues with Brown County regarding the possibilities for new programming aimed at replicating SPSK upon grant conclusion in September 2017. Staff has worked very hard and those efforts have paid off in terms of recognition related to program innovation, commitment & service delivery methodology.

Additionally, the CSA meets monthly, via phone conference, with representatives from OCSE, the Institute for the Research on Poverty and the Bureau of Child Support.

MISCELLANEOUS & WORK GROUP UPDATES

TS has officially provided all Specialists with laptops affording them, now, the ability to attend court and sit at the attorney table. Participation in proceeding allows them the capability to testify, when needed. This was a department goal for 2016 and it has been fully met!

On November 7th and 8th the department conducted a very successful LEAN event (A Father for Every Child). There was an extensive Action Register generated although many of the action steps are in motion or are already completed. Below are the results of the event which amounted to a significant reduction in time and distance (91.7% and 100%, respectively). This was attributable, primarily, due to changes in the provision of education & outreach upon referral to the agency.

Child Support Paternity: A Father for Every Child

	Steps	%	(in min)	%	(in ft)	%
Value Added (green)	9	9.6%	0	0.0%	0	0.0%
Non-Value Added	14	14.9%	25	0.0%	50	1.2%
Waste (red)	71	75.5%	295,920	100.0%	4,250	98.8%
Total	94		295,945		4,300	

Future ("Should Be") State						
	Process Steps	%	Time (in min)	%	Distance (in ft)	%
Value Added (green)	9	31.0%		0.0%	0	#DIV/0!
Non-Value Added	10	34.5%	0	0.0%	0	#DIV/0!
Waste (red)	10	34.5%	24,480	100.0%	0	#DIV/0!
Total	29		24,480		0	
% Improvement	69.1%		91.7%		100.0%	

WORK GROUP UPDATES

The Funshine Committee had a very busy month again! A Halloween party and pot luck were held complete with a best costume contest and prizes. A 4th quarter Birthday party for all staff with birthdays in Oct, Nov and Dec was also held on Nov 10th. The committee is presently planning a

Christmas party lunch & gift thief exchange prior to the holiday. Food will be catered in by Renard's with the costs shared between the Funshine Committee and me.

The **Clean Team** had a 4th quarter meeting to discuss any relevant concerns. A group decision was made to set designated time aside each month for staff to organize/6S desk & work space areas for optimal organizational efficiencies.



Technology Services October Month End

Through 10/31/16
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 670 - BC Community Area Network									
REVENUE									
Intergov Revenue	.00	143,531.00	143,531.00	1,740.00	.00	17,314.85	126,216.15	12	561,843.52
Public Charges	.00	44,567.00	44,567.00	1,057.93	.00	48,873.93	(4,306.93)	110	1,792.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$0.00	\$188,098.00	\$188,098.00	\$2,797.93	\$0.00	\$66,188.78	\$121,909.22	35%	\$563,635.52
EXPENSE									
Operating Expenses	.00	113,383.00	113,383.00	28,143.79	550.00	81,940.47	30,892.53	73	85,855.56
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$113,383.00	\$113,383.00	\$28,143.79	\$550.00	\$81,940.47	\$30,892.53	73%	\$85,855.56
Fund 670 - BC Community Area Network Totals									
REVENUE TOTALS	.00	188,098.00	188,098.00	2,797.93	.00	66,188.78	121,909.22	35	563,635.52
EXPENSE TOTALS	.00	113,383.00	113,383.00	28,143.79	550.00	81,940.47	30,892.53	73	85,855.56
Fund 670 - BC Community Area Network Totals	\$0.00	\$74,715.00	\$74,715.00	(\$25,345.86)	(\$550.00)	(\$15,751.69)	\$91,016.69		\$477,779.96
Fund 710 - Technology Services									
REVENUE									
Intergov Revenue	349,051.00	(143,531.00)	205,520.00	11,799.98	.00	178,505.40	27,014.60	87	158,207.67
Public Charges	1,846.00	(1,846.00)	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	4,699,354.00	.00	4,699,354.00	263,068.41	.00	3,945,330.85	754,023.15	84	4,287,148.26
Other Financing Sources	200,000.00	(200,000.00)	.00	.00	.00	341,107.40	(341,107.40)	+++	202,067.97
REVENUE TOTALS	\$5,250,251.00	(\$345,377.00)	\$4,904,874.00	\$274,868.39	\$0.00	\$4,464,943.65	\$439,930.35	91%	\$4,647,423.90
EXPENSE									
Personnel Costs	1,895,275.00	.00	1,895,275.00	125,037.91	.00	1,233,228.31	662,046.69	65	1,655,358.73
Operating Expenses	3,586,588.00	(70,662.00)	3,515,926.00	159,588.14	55,871.72	3,306,435.65	153,618.63	96	3,462,725.86
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$5,481,863.00	(\$70,662.00)	\$5,411,201.00	\$284,626.05	\$55,871.72	\$4,539,663.96	\$815,665.32	85%	\$5,118,084.59
Fund 710 - Technology Services Totals									
REVENUE TOTALS	5,250,251.00	(345,377.00)	4,904,874.00	274,868.39	.00	4,464,943.65	439,930.35	91	4,647,423.90
EXPENSE TOTALS	5,481,863.00	(70,662.00)	5,411,201.00	284,626.05	55,871.72	4,539,663.96	815,665.32	85	5,118,084.59
Fund 710 - Technology Services Totals	(\$231,612.00)	(\$274,715.00)	(\$506,327.00)	(\$9,757.66)	(\$55,871.72)	(\$74,720.31)	(\$375,734.97)		(\$470,660.69)
Grand Totals									
REVENUE TOTALS	5,250,251.00	(157,279.00)	5,092,972.00	277,666.32	.00	4,531,132.43	561,839.57	89	5,211,059.42
EXPENSE TOTALS	5,481,863.00	42,721.00	5,524,584.00	312,769.84	56,421.72	4,621,604.43	846,557.85	85	5,203,940.15
Grand Totals	(\$231,612.00)	(\$200,000.00)	(\$431,612.00)	(\$35,103.52)	(\$56,421.72)	(\$90,472.00)	(\$284,718.28)		\$7,119.27

TECHNOLOGY SERVICES DEPARTMENT



111 N. JEFFERSON STREET, SECOND FLOOR
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE: (920) 448-4025 FAX: (920) 448-6266 WEB: www.co.brown.wi.us

Technology Services, Monthly Report, Dec 7, 2016

Covers Oct and Nov 2016 Technology Services Activity

Items of Note

1. BCCAN (Brown County Community Area Network) Resolution expansion.
2. Any feedback regarding iPad's?

Staffing Report:

3. All positions are filled <no change>

Project/Activity Updates

4. **Emergency Management Reverse 911 Notification:** Vendor selected and contract review in progress.
5. **PALS/Treasurer Land Records:** RFP was posted August 30th, responses have been received and the vendor/application selection process led by Purchasing is underway. Goal is implementation by October 2017.
6. **PSC Computer Aided Dispatch:** high level project plan has been drafted, gap and discovery analysis is underway.
7. **911 Texting service** – Server/software and install completed. Now in live testing. A software patch from the 911 system vendor (Airbus) is required before PSC will publically announce the service is available.
8. **Jail Work Release Camera Replacement Project:** ongoing (roughly 2/3rd done).
9. **Sheriff replacement squad camera system** (in squad testing completed - vendor selection in progress).
10. **Email Archive Project.** Rollout in progress end in Q2/Q3 2017. 10% complete
11. Enterprise Backup Rollout 10% complete.
12. Cyber Security Updates:
 - a. Cyber Security Presentation at Brown County Towns Association
 - b. After Towns Association mtg., Supervisor Clancy suggested I present to entire board, I would like to present first to Admin then to board with your approval.
 - c. Continued spear phishing attacks.
 - d. Tiered Web Access testing in progress.
 - e. Policy work continues (SI60/65 completed).
 - f. Enabled additional firewall controls
 - g. Logging system testing
13. Design and configuration for new overtime rules in Kronos began, it will require roughly 8 to 12 weeks of work to be performed in 4 weeks to implement by the deadline.
14. Time Keeping for Sheriff and Jail in progress (on hold for #13).
15. Voicemail in email integration in live testing phase, next will be rollout County wide
16. Beginning review of orders for 2016/7 for main Jail Camera project.

17. Beginning work on District Attorney Evidence Management tool selection.
18. Windows 10 & Office 2016 testing for departmental areas beginning. First hardware requiring Win10 now in inventory. First live customer Win10 clients active. Likely wider rollout Feb 2017.
19. Beginning prep for 2018 budget.
 - a. Regular budget
 - b. Capital and Infrastructure Replacement Plan
 - c. Staffing plan

Completed Work

20. Updated look and feel for the intranet completed and active:
<http://www.employees.co.brown.wi.us/home/>
21. AS400 migration from Cloud to physical onsite COMPLETED
22. Tax bill changes per state law – changes completed
23. Repair for AT&T lines (copper T1 and voice) completed at Golf Course – *not a new service*
24. T2 Accelerator (Non Profit) Lease Contract in place – received committee and board chair approval for bid for fiber for BCCAN to T2
25. Main phone (VOIP) system upgrade completed
26. Camera for Zoo and Airport. Giraffe and Lion video feeds complete.

December 21, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION TO EXPAND BROWN COUNTY COMMUNITY AREA NETWORK

WHEREAS, Brown County Community Area Network (“BCCAN”) currently contracts to provide fiber and/or conduit leased access services to supply connectivity opportunities to local non-profit, not-for-profit, telecommunications agencies and government entities (e.g. school districts and municipalities); and

WHEREAS, BCCAN currently provides oversight for fiber and conduit space lease agreements; and

WHEREAS, It is desirable to expand BCCAN eligibility to include educational entities (e.g., colleges and universities), healthcare entities (e.g. clinics and hospitals) and for profit businesses within economic development zones, and to expand BCCAN services to supply contractual services including but not limited to email, internet, communications, cyber security, storage, shared applications, web, backup, infrastructure and/or related support activity to the above mentioned agencies and entities; and

WHEREAS, It is desirable for BCCAN Service to be provided by the Brown County Technology Services Department or contracted agents of Brown County; and

WHEREAS, It is also desirable for BCCAN to use the existing enterprise fund to maintain cash reserves for maintenance, operational and/or likely repair costs, and to use

contractual funds to cover operational expenses exclusively associated with said BCCAN Service expenses.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that BCCAN eligibility and services are hereby authorized to be expanded as described above, that BCCAN services shall be provided by Brown County Technology Services Department or contracted agents of Brown County, and that BCCAN shall use the existing enterprise fund to maintain cash reserves for maintenance, operational and/or likely repair costs, and shall use contractual funds to cover operational expenses exclusively associated with BCCAN service expenses.

Respectfully submitted,
ADMINISTRATION COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by: Technology Services
Approved by Corporation Counsel's Office

Fiscal Note: *This resolution does not require an appropriation from the General Fund.*

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

TECHNOLOGY SERVICES DEPARTMENT



111 N. JEFFERSON STREET, SECOND FLOOR
P.O. BOX 23600
GREEN BAY, WI 54305-3600

August Neverman

PHONE: (920) 448-4025 FAX: (920) 448-6266 WEB: www.co.brown.wi.us

Chief Information Officer

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 11/23/2016
REQUEST TO: Administration Committee
MEETING DATE: 12/7/2016
REQUEST FROM: August Neverman, Chief Information Officer, Technology Services
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution

TITLE: Resolution to Expand Brown County Community Area Network

ISSUE/BACKGROUND INFORMATION:

Currently BCCAN is limited to only providing Fiber/Conduit. Given the number of small townships and municipalities that do not have adequate security and/or technology services, the expansion of services to include: internet service, email, cyber security, storage, and network infrastructure – would provide an option to those entities that would meet state/federal requirements, and simplify services. Further it could improve the security for existing partner agencies such as municipalities and schools by providing high level cyber security for internet and general network access.

Currently BCCAN is limited to providing services to non/not-for-profits, K12 schools, municipalities and telecommunications entities. This excludes businesses in Economic development zones, clinics, hospitals, and colleges/universities.

ACTION REQUESTED:

Currently services are limited to fiber and conduit only. **Expand** services to include: *email, internet, communications, cyber security, storage, shared applications, web, backup, infrastructure and/or related support activity to the above mentioned agencies and entities;*

Currently qualified entities are only Non/Not for profits, Schools (K12) and Govt. Entities and telecomm **Expand** qualified entities to include: *educational entities (e.g., colleges and universities), healthcare entities (e.g., clinics and hospitals) and for profit businesses within economic development zones*

FISCAL IMPACT:

NOTE: *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☐ Yes ☒ No**

NOTE: There could be funding requests for capital (fiber/infrastructure) that would be paid back through contractual agreements. All staffing/vendor/contractor costs would be included in the Contracts.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

Brown County

Administration

Budget Status Report

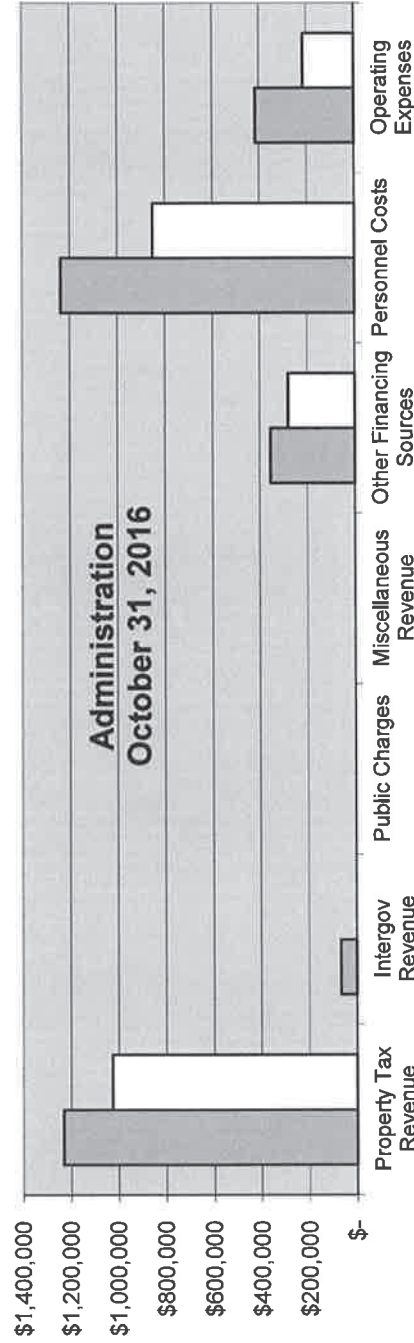
For period ended 10/31/2016

HIGHLIGHTS:

Revenues: Other financing sources variance includes a reimbursement for project team personnel costs which is trending lower due to vacancy of project team members.

Expenses: Personnel costs are trending lower due to vacancy of a project team member

	Amended Budget	YTD Actual	% of Budget
Property Tax Revenue	\$ 1,230,927	\$ 1,025,773	83%
Intergov Revenue	\$ 66,720	\$ -	0%
Public Charges	\$ -	\$ -	0%
Miscellaneous Revenue	\$ -	\$ -	0%
Other Financing Sources	\$ 355,448	\$ 280,584	79%
Personnel Costs	\$ 1,236,633	\$ 849,865	69%
Operating Expenses	\$ 416,462	\$ 214,195	51%





Budget by Account Classification

Through 10/31/16

Prior Fiscal Year Activity Included
Budget - YTD % used/

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD	Transactions	YTD Budget - YTD % used/	Prior Year Total
Fund 100 - GF									
REVENUE									
Property taxes	1,230,927.00	.00	1,230,927.00	102,577.25	.00	.00	1,025,772.50	205,154.50 83	1,196,251.00
Intergov Revenue	66,720.00	.00	66,720.00	.00	.00	.00	.00	66,720.00 0	.00
Public Charges	.00	.00	.00	.00	.00	.00	.00	.00 +++	.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	.00 +++	.00
Other Financing Sources	74,864.00	280,584.00	355,448.00	.00	.00	.00	280,584.00	74,864.00 79	334,422.92
REVENUE TOTALS	\$1,372,511.00	\$280,584.00	\$1,653,095.00	\$102,577.25	\$0.00	\$0.00	\$1,306,356.50	\$346,738.50 79%	\$1,530,673.92
EXPENSE									
Personnel Costs	1,236,633.00	.00	1,236,633.00	82,808.45	.00	.00	849,865.00	386,768.00 69	1,283,595.14
Operating Expenses	135,878.00	280,584.00	416,462.00	4,372.03	.00	.00	214,194.70	202,267.30 51	98,156.33
EXPENSE TOTALS	\$1,372,511.00	\$280,584.00	\$1,653,095.00	\$87,180.48	\$0.00	\$0.00	\$1,064,059.70	\$589,035.30 64%	\$1,381,751.47
Fund 100 - GF Totals	\$0.00	\$0.00	\$0.00	\$15,396.77	\$0.00	\$0.00	\$242,296.80	(\$242,296.80)	\$148,922.45
Grand Totals									
REVENUE TOTALS	1,372,511.00	280,584.00	1,653,095.00	102,577.25	.00	.00	1,306,356.50	346,738.50 79	1,530,673.92
EXPENSE TOTALS	1,372,511.00	280,584.00	1,653,095.00	87,180.48	.00	.00	1,064,059.70	589,035.30 64	1,381,751.47
Grand Totals	\$0.00	\$0.00	\$0.00	\$15,396.77	\$0.00	\$0.00	\$242,296.80	(\$242,296.80)	\$148,922.45

November 2016
Departmental Openings Summary
To: Administration Committee
From: Department of Administration

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Buyer - Purchasing	5/26/2015	N/A New Position	Hold	To Be Determined

Ex: Transfer, Wage, Working Conditions

2016 BUDGET ADJUSTMENT LOG

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXFC ACTION/ DATE	BOARD APRIL REQ'D?	BOARD ACTION/DATE	FINANCE REF.
<u>16-84</u>	9/14/16	Port & Resource Recovery	Transfer of 973 Haven Place property from Treasurer's office to Port & Resource Recovery Department. Back taxes in the amount of \$107,378.29 will be transferred from Port & Resource Recovery's Research & Development funds to Treasurer with \$24,397 payable to the Village of Hobart from past special assessment charges. Amount: \$107,379	6	9/14/16	Y	PD&T 9/21 City Bd 9/21/16 Email sent to dept 9/14/16	Did not pass by 2/3rds vote
<u>16-85</u>	9/8/16	Human Services	Computers are due for an upgrade – there is an additional cost to upgrade 3 units to laptops from desktop workstations – this budget adjustment is for the additional costs to upgrade as well as purchasing two additional used units for our clients to use to complete their homework. The total adjustment is for \$900, which will be taken from the food budget which is projected to have actual expense come in less than budget it excess of the \$900 requested for this transfer. Amount: \$900	1	9/14/16	N		J5832 No actual
<u>16-86</u>	9/19/16	Human Services	2016 FoodShare Bonus Funding available for BayLake Consortium as increase to CARS IM Contract Profiles 283 (IMAA State Share). This budget adjustment recognizes both the Brown County and other consortium county portions for overall Bonus Funding amount of \$265,986. This additional funding is to be used for FoodShare program expenses and will allow for purchases of equipment and technology to enhance client service by increasing staff efficiency and retention. This will also allow an increase to the budget for interpreter services. Amount: \$265,986	7	9/19/16	Y	Human Services 9/28 City Bd 10/19 Email sent to dept 9/20/16	J6106 J6141 J6344 to rev 6141 No actual
<u>16-87</u>	9/27/16	Human Resources	For the fourth quarter of 2016, the Human Resources Department has contracted with the HS Group for an Interim Human Resources Director at a cost of \$1,920 per week for a total of \$24,960. Due to multiple staff vacancies throughout 2016, the department is anticipated to have a wages/benefit surplus exceeding \$150,000. This budget amendment transfers \$24,960 from Personnel Costs to Operating Expenses. Amount: \$24,960	5	9/27/16	N	Admin Only 10/5/16	J5979 No actual
<u>16-88</u>	9/21/16	Parks	The Parks Department received a donation for a memorial area along the Fox River Trail. This donation will fund a bench, bike rack, paver brick surfacing and landscaping. Amount: \$12,000	7	9/27/16	Y	Ed & Rec 10/18 City Bd 11/2 Email sent to Dept 9/27/16	J6354 No actual
<u>16-89</u>	9/27/16	Administration	Year-end Casualty Insurance Fund transfer of \$450,000 to Reserve Auto and Other Liability Loss Accounts. Amount: \$450,000	8	9/27/16	Y	Admin 10/5 City Bd 10/19 Email Dept 9/27/16	J5819 No actual
<u>16-90</u>	9/19/16	Land Con	The Land & Water Conservation Department would like to use staff personnel cost savings to purchase an additional vehicle (Chevy Equinox or similar). The personnel savings is a one-time saving due to a vacant position to be filled in early 2017. Amount: \$22,800	5b	9/28/16	Y	LandCon 10/17 City Bd 11/2 Email Dept 9/28/16	J6355 No actual
<u>16-91</u>	9/23/16	Port & Resource Recovery	Port was awarded grant dollars to fund the Wisconsin Commercial Ports Master Plan Phase II for the period 7/9/15 to 9/30/16 by Wisconsin Department of Administration-Division of Intergovernmental Relations, Wisconsin Economic Development Corp. and Wisconsin Department of Transportation. This budget adjustment is to properly budget for the grant dollars available and the related expenditures in 2016. Amount: \$78,038	7	9/30/16	Y	PD&T 10/17 City Bd 11/2 Email Dept 9/30/16	J6356 J5474

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APPRL REQ'D?	BOARD ACTION/DATE	FINANCE REF.
<u>16-92</u>	10/4/16	Human Resources	2016 Adjustment: With the vacancy for the Senior HR Analyst and HR Director, it is anticipated that additional temporary help will be needed in the 4 th quarter. Current projections are for Personnel Costs to have a surplus of over \$120,000. Six months of budgeted wages (\$34,998) for the Senior HR Analyst plus related benefits is being transferred from Personnel Costs to Operating Expenses for a total of \$39,845. Amount: \$39,845	5b	10/4/16	Y	Admin 10/5 Cty Bd 10/19 Emld Dept 10/5	J6105 No actual
<u>16-93</u>	10/3/16	Human Services	The entire amount of the WI Family Ties contract was being posted to 144.Wrap. Because we now receive a breakdown from the provider of how much time they spend on CPS clients and how much time they are spending on CST clients. For better program cost tracking we are recording the costs in unit 141. This adjustment is needed to have the budget reflect where the actual costs are being posted. Amount: \$23,000	1	10/5/6	N		J5834 No actual
<u>16-94</u>	10/4/16	Human Services	Travel and training expense for the Economic Support division is anticipated to exceed budget because of a higher level of travel required to state-wide and regional meetings related to IM consortium funding and operations. Miscellaneous expense is significantly under budget for the year. Amount: \$2,000	1	10/10/16	N		J5835 No actual
<u>16-95</u>	10/6/16	Sheriff	This request is to increase federal grant revenue and related expenses to reflect an increase in a Homeland Security grant that provides funding to purchase night vision/thermal imaging equipment for the ALERT teams for both Brown County and Green Bay Police Department. This grant is administered by Brown County but shared equally between the City and County. Previously, BA 16-58 added \$7,500 for this grant. This BA adds another \$2,500 as approved by the Department of Military Affairs due to the increased costs of the equipment. Amount: \$2,500	7	10/10/16	Y	Public Safety 12.7 Cty Bd 12/21 Emld Dept 10/10	
<u>16-96</u>	10/10/16	PSC	The Brown County Emergency Management Hazmat Team has been contracted to provide monitoring and decontamination services of emergency workers and the general public at the Kewaunee County Reception Center under the supervision of WEM/Dept of Health Services-Radiation Protection Services, during FEMA scheduled radiological exercises with either the Kewaunee Power Station or Point Beach Nuclear Plant. This includes any re-demonstrations required of Reception Center activities following a regularly scheduled exercise as well as required annual training. Amount: \$5,000	7	10/10/16	Y	Public Safety 12.7 Cty Bd 12/21 Emld Dept 10/10	
<u>16-97</u>	10/11/16	Human Services	9 iPhone packages are needed in the Children youth and Families to comply with SACWIS mandates. The estimated budget impact is \$3,000. These funds will be transferred in 2016 from an account in Children Youth and Families to the Administrative account that will be charged for the expense. Amount: \$3,000	1	10/11/16	N		J5980 No actual
<u>16-98</u>	10/14/16	District Attorney	Due to the high volume of trials this year we have had to serve more parties for court, and have expended all of the funds allotted for paper service. Thankfully, the cases that have proceeded to trial have not involved a substantial amount of expert testimony or witness travel. Therefore, in order to accommodate the increased expense of process service, we need to move funds from Expert Witness Fees and Witness Fees Travel to Paper Service - Legal. Amount: \$12,000	1	10/26/16	N		J6177 No actual

NUMBER	DATE OF REQUEST	DEPT	DESCRIPTION	CAT	EXEC ACTION/ DATE	BOARD APPL REQ'D?	BOARD ACTION/DATE	FINANCE REF.
<u>16-99</u>	10/20/16	Library	Library currently contracts for security services at Central Library. However, it has been decided to hire security interns. Qualified candidates will have to be enrolled in specific fields of study as identified in the job description carrying a minimum of nine credits. This adjustment is to move the remaining contracted services funding to personnel line items. Amount: \$2,960	5a	10/26/16	N		J6178 No actual
<u>16-100</u>	10/25/16	Treasurer	The transfer of funds is needed for 2016 because money received for tax deed reimbursement is currently recorded under inter-governmental revenue. This is misleading because this revenue is actually derived from homeowners. For budget purposes, the net effect of this change is \$0. Amount: \$50,000	2	10/26/16	N		J6176 Actual J6162
<u>16-101</u>	10/26/16	Treasurer	The transfer of funds is needed for 2016 because ag use conversion revenue was budgeted under miscellaneous revenue. These funds will be separated going forward. For budget purposes, the net effect of this change is \$0. New account has been created for Ag Use Conversion revenue that was previously accounted for in Miscellaneous Revenue. Amount: \$25,000	2	11/1/16	N		J6278 No actual
<u>16-102</u>	11/1/16	Administration	This budget adjustment request is for the 2016 refunding of the Corporate Purpose Bonds issued 6/7/2006 and 7/1/2007. This relates to resolution 10c dated 10/19/16. Amount: \$6,035,673	4	11/1/16	N		J6276 No actual
<u>16-103</u>	11/1/16	Administration	This budget adjustment request is for the 2016 issuance of the General Obligation Promissory Notes to be issued 11/9/16 for the Jail Video Surveillance and Work Release Center intercom Systems and the Land Information and Tax Collection System. This relates to Resolution 10b dated 10/19/16. Amount: \$1,983,003	4	11/1/16	N		J6277 J6549 No actual
<u>16-104</u>	10/28/16	UW Extension	This adjustment is to request additional funding for the completion of the previously approved UW Extension Greenhouse. \$4,964 is the maximum amount needed from the General Fund. If donations are raised, the amount transferred from the General Fund will be reduced. This also includes the capital contribution from the NEW Masters Gardeners for the greenhouse concrete pad. Amount: \$10,650	9	11/10/16	Y	PD & T 11/28 City Bd 12/21 Emld Dept 11/11	
<u>16-105</u>	11/1/16	Human Services	Leadership Green Bay fee of \$937.50 was approved to be paid from Wrap funding. Because this is a training expense rather than client related, the money will be moved from Wrap to training to cover the costs. The costs of the training will be recorded in the training expense account. Amount: \$937.50	1	11/10/16	N		J6618 No actual
<u>16-106</u>	11/15/16	Circuit Courts	Reallocate excess funds from Jurors Daily Fee and Jurors Mileage expense lines in Courts 1-8 to Outlay-Equipment and Outlay-Other accounts. \$37,000 will be allocated to Outlay-Equipment to be used for much needed replacements of audio systems in Branches 5 and 7 due to poor sound quality and obsolescence. An additional \$16,000 will be allocated to Outlay-Other for security measures for glass walls for the Probate and Court Commissioner areas. Amount: \$53,000	5b	11/16/16	Y	Public Safety 12.7 City Bd 12/21/16 Emld Dept 11/17/16	

DEPARTMENT OF ADMINISTRATION

Brown County

305 E. WALNUT STREET
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CHAD WEININGER

PHONE (920) 448-4037 FAX (920) 448-4036 WEB: www.co.brown.wi.us

DIRECTOR

November 29, 2016

Committee Date:
December 7, 2016

TO: Administration Committee
FROM: Chad Weinger
Director of Administration
SUBJECT: November Director's Report

I. Risk & Purchasing Department

External Events: Eight (8) events were recorded in October. Three events related to falls at the library. Two children fell, one during horseplay. The other child fell, cutting her lip and loosening a tooth. A woman fell in the parking lot at the Ashwaubenon Branch Library. A volunteer at the zoo was installing a fence post when he struck his head with the post pounder. A child pinched his fingers in the doorway at the library. An adjustment was needed to the doors so they function properly. An inmate indicated jail staff was deliberately indifferent to his medical needs. A squad with emergency lights and sirens activated entered an intersection on a red light and was struck by a vehicle entering the intersection with a green light. An inmate taking a cart out for Aramark struck the Aramark's vehicle with the cart damaging it.

Internal Events: There were five (5) property damage events. The compressor being pulled by a Public Works vehicle was struck from the back. A claim was filed with the responsible party's insurance carrier. A Sheriff department's vehicle was rear ended by a bus. The bus company already sent a check for \$1,799.34 to cover the damages. A patrol vehicle was entering an intersection on a green light and was struck in the side by a vehicle making a left hand turn. The patrol car was severely damaged. The responsible party's insurance company is working directly with an auto body shop to cover the \$8,298.66 repair bill. A Sheriff's vehicle entered an intersection on red with siren and emergency lights in operation and was struck on the passenger side quarter panel and front door. The Sheriff's vehicle sustained an estimated \$1,900 of damage. A Sheriff's vehicle was responding to an emergency and entered a roundabout going too fast. The pavement was wet. The officer lost control of the vehicle. The vehicle damaged the right tire and undercarriage. The estimate to repair the damages is \$2,885.

Claims: Six (6) claims were filed. Wisconsin Public Service alleges a Public Works employee damaged a pedestal during excavation which caused an electrical outage in the area. An inmate slipped on the recently washed floor in the dayroom and injured himself. A patrol car hit a road barrier sending the hub cab into the side of the resident's vehicle. A bicyclist was riding on the sidewalk downtown. He crossed into an intersection and was struck by a Sheriff's vehicle making a right hand turn. A resident was driving near a Public Works employee mowing the median when she alleges debris flew from the mower damaging her vehicle. An inmate is claiming a breach of contract since he was promised that he wouldn't be moved to another facility, would have a cell to himself and other favorable treatment if he'd wear a wire during a meeting with an individual named in a child molestation case. In addition, the attorney for Elfe and Welsing filed a wrongful termination claim.

Insurance: Information was gathered to complete applications for excess workers' compensation and property insurance. The application was submitted for the treasurer's surety bond.

Purchasing: Purchasing published/completed 7 RFB and 1 RFQ in October.

Compliance: Mandatory HIPAA training was added to the LocalGovU platform. Tracking of course completion is simplified.

II. Finance Department

2017 Budget: Currently working on finalizing the 2017 budget for publication. Completed the calculation of departmental tax levies based upon committee and County Board action and the apportionment sheets for the Department of Revenue and local taxing authorities. Spent a great deal of time building spreadsheets for various budget question scenarios.

2016 Bonding & Refunding:

- Bond rating call with Moody's to maintain AAA rating
- Obligations Bonds (RDA & EDA) are a AA.
- work with outside legal counsel, financial advisor, and trust bank for the two November bond issuances

2016 General Accounting

- Meeting with Human Services regarding departmental deficits
- Preparatory work for year end

III. 3GI & 2017 Goals

General update.

IV. Logos Project Implementation Update

The Kronos Project Team is working with the Sheriff's Office on getting the remaining employees implemented in Kronos Timekeeper. This implementation needs to occur to start the Kronos TeleStaff Scheduling Project for the Sheriff Office's and PSC.

If you have any questions, please feel free to contact me at 920-448-4035.

cc: Troy Streckenbach – County Executive

BROWN COUNTY TURNOVER REPORT

September-16

	HIRE	STATUS	POSITION	DEPT
1	9/1/16	LTE	Concessionaire I	NEW Zoo
2	9/1/16	OC	LPN	CTC
3	9/1/16	FT	Community Treatment Program Worker	CTC
4	9/1/16	FT	Human Resources Associate	Human Resources
5	9/6/16	FT	Telecom Operator 1	Public Safety
6	9/6/16	FT	Social Worker/Case Manager	Human Services
7	9/6/16	FT	Telecom Operator 1	Public Safety
8	9/6/16	FT	Telecom Operator 1	Public Safety
9	9/12/16	FT	Economic Support Specialist II	Human Services
10	9/7/16	LTE	LTE Veterans Benefits Clerk	Veterans
11	9/6/16	PT	Bookkeeper	Syble Hopp
12	9/26/16	FT	Payroll Specialist	Human Resources
13	9/19/16	PT	Vital Records Specialist	Register of Deeds
14	9/10/16	LTE	Adventure Park Guide	NEW Zoo
15	9/19/16	FT	Law Clerk	Circuit Courts
16	9/10/16	LTE	Adventure Park Guide	NEW Zoo
17	9/17/16	OC	Youth Support Specialist	Shelter Care
19	9/27/16	FT	Intake Specialist	District Attorney
20	9/12/16	LTE	Maintenance	Syble Hopp
21	9/15/16	LTE	Substitute Teacher/Aide	Syble Hopp
22	9/29/16	PT	Food Service Worker	CTC
23	9/28/16	OC	Substitute Teacher	Syble Hopp

	TERM	STATUS	RSN	POSITION	DEPT	COMMENTS
1	9/2/2016	FT	VR	Law Clerk	Circuit Courts	None Given
2	9/2/2016	FT	VR	Veterans Benefit Clerk	Veterans	None Given
3	9/4/2016	OC	VR	Youth Support Specialist	Community Programs	None Given
4	9/3/2016	PT- 53%	VR	Library Service Assistant	Library	None Given
5	9/2/2016	FT	VR	Economic Support Specialist II	Community PPrograms	Moving to MKE
6	9/6/2016	PT- 75%	VR	Food Service Worker	CTC	None Given
7	9/16/2016	FT	VR	Business Coordinator	Public Works-Highway	New job/better benefits
8	9/9/16	FT	VR	Human Resources Director	Human Resources	None Given
9	9/5/16	FT	VR	Food Service Worker	CTC	None Given
10	9/1/16	LTE	VR	Intern	Port & Resource Recovery	None Given
11	9/13/16	FT	VR	Guest Services Coordinator	Museum	New job/better benefits
12	9/14/16	FT	VR	Public Health Nurse	Health	Home with children
13	9/7/16	FT	VR	Economic Support Specialist II	Human Services	Home with child
14	9/1/16	LTE	VR	Seasonal Trail Ranger	Parks	Seasonal

BROWN COUNTY TURNOVER REPORT

September-16

TERM	STATUS	RSN	POSITION	DEPT	COMMENTS
15	9/2/16 LTE	VR	Summer Help	Facilities	Summer
16	9/15/16 PT	VR	Public Health Nurse	Health	None Given
17	9/14/16 FT	VR	Public Health Nurse	Health	None Given
18	9/10/16 LTE	VR	Summer Help	Golf Course	Summer
19	9/1/16 LTE	VR	Summer Help	Golf Course	Summer
20	9/8/16 LTE	VR	Summer Help	Golf Course	Summer
21	9/2/16 LTE	VR	Court Reporter	Circuit Courts	Term temp employment
22	9/6/16 FT	VR	Correctional Officer	Sheriff	None Given
23	9/28/16 FT	RT	C.N.A.	CTC	Retirement
24	9/29/16 FT	IT	Food Service Worker	CTC	Discharge
25	9/26/16 OC	VR	Medicolegal Investigator	Medical Examiner	None Given
26	9/26/16 OC	VR	Medicolegal Investigator	Medical Examiner	None Given
27	9/30/16 LTE	VR	Horticulture Grounds Assistant	UW-Extension	Term temp employment
28	9/29/16 FT	IT	C.N.A.	CTC	Discharge
29	9/29/16 OC	VR	RN	CTC	None Given
30	9/28/16 OC	VR	LPN	CTC	None Given
31	9/30/16 FT	VR	Economic Support Specialist II	Human Services	None Given

TRANS	STATUS	POSITION	DEPT	STATUS	POSITION	DEPT
1	9/7/2016 PT - 53%	Administrative Clerk	Library	PT - 53%	Technical Services Clerk	Library
2	9/6/2016 FT	RN-Nursing Home	CTC	FT	RN-Behavioral Health	CTC
3	9/26/2016 FT	Social Services Aide III (CPS)	Human Services	FT	Social Worker/Case Manager	Human Services
4	9/26/2016 PT - 75%	Food Service Worker	CTC	FT	Food Service Worker	CTC
5	9/22/2016 PT - 53%	Technical Services Clerk	Library	PT - 53%	Administrative Clerk	Library

BROWN COUNTY TURNOVER REPORT
October-16

	HIRE	STATUS	POSITION	DEPT
1	10/27/16	OC	LPN	CTC
2	10/3/16	FT	Corporation Counsel	Corp Counsel
3	10/10/16	FT	Social Worker/Case Manager	Human Services
4	10/13/16	OC	Food Service Worker	CTC
5	10/3/16	OC	Substitute Teacher	Syble Hopp
6	10/3/16	PT	Teacher Aide	Syble Hopp
7	10/10/16	FT	Guest Services Coordinator	NEW Zoo
8	10/17/16	FT	Social Worker/Case Manager	Human Services
9	10/17/16	FT	Correctional Officer	Sheriff
10	10/17/16	FT	Correctional Officer	Sheriff
11	10/17/16	FT	Correctional Officer	Sheriff
12	10/24/16	FT	Veterans Benefits Clerk	Veterans
13	10/17/16	FT	Patrol Officer 6/3	Sheriff
14	10/13/16	FT	Certified Nursing Assistant	CTC
15	10/14/16	OC	Youth Support Specialist	Shelter Care
16	10/12/16	PT	Technical Services Clerk	Library
17	10/11/16	PT	Library Service Assistant	Library
18	10/27/16	PT	RN Charge Nurse	CTC
19	10/31/16	FT	Maint. Mechanic/Heave Equip. Operator	Airport
20	10/31/16	FT	Social Worker/Case Manager	Sophie Beaumont
21	10/21/16	LTE	Concessionaire I	NEW Zoo
22	10/27/16	PT	RN-Charge Nurse	CTC
23	10/26/16	LTE	Concessionaire I	NEW Zoo
24	10/31/16	LTE	Clerk/Typist II	Clerk of Courts
25	10/25/16	LTE	Concessionaire Supervisor	NEW Zoo - rehire
26	10/31/16	PT	Library Service Associate	Library
27	10/31/16	LTE	Bus Aide	Syble Hopp

	TERM	STATUS	RSN	POSITION	DEPT	COMMENTS
1	10/28/2016	FT	VR	TAD/CJCC Court Supervisor	CTC	None given
2	10/21/2016	FT	RT	Library Service Associate	Library	None given
3	10/4/16	FT	VR	Assistant Corporation Counsel	Corporation Counsel	Other job offer
4	10/14/16	FT	VR	Senior HR Analyst	Human Resources	Other job offer
5	10/13/16	FT	VR	Tract Index Specialist	Register of Deeds	None given
6	10/17/16	FT	VR	Nurse Manager	Health	None given
7	10/4/16	PT	VR	Library Service Assistant	Library	End of STD
8	10/19/16	PT	VR	Library Service Associate	Library	Other job offer
9	10/26/16	FT	VR	Library Supervisor	Library	Other job offer
10	10/23/16	FT	VR	LPN	CTC	None given
11	10/19/16	OC	VR	Medical Examiner Investigator	Medical Examiner	None given

BROWN COUNTY TURNOVER REPORT

October-16

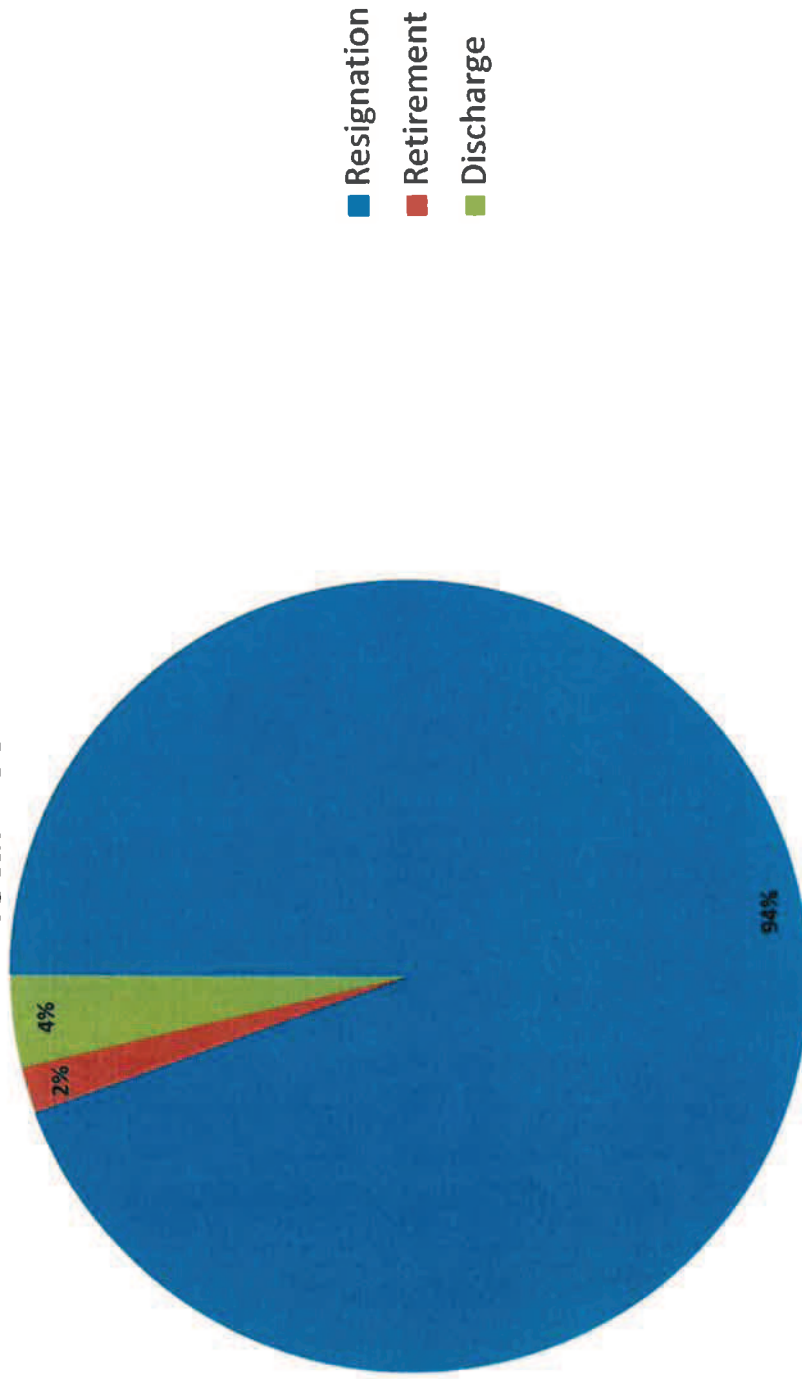
TERM	STATUS	RSN	POSITION	DEPT	COMMENTS
12	10/19/16	LTE	VR	LTE Veterans Clerk	Veterans
13	10/7/16	FT	VR	Guest Services Coordinator	NEW Zoo
14	10/27/16	OC	VR	LPN	CTC
15	10/31/16	LTE	VR	Summer/Seasonal	Golf Course
16	10/31/16	LTE	VR	Summer/Seasonal	Golf Course
17	10/31/16	LTE	VR	Summer/Seasonal	Golf Course
18	10/31/16	LTE	VR	Summer/Seasonal	Golf Course
19	10/31/16	LTE	VR	Summer/Seasonal	Golf Course
20	10/31/16	LTE	VR	Summer/Seasonal	Golf Course
21	10/24/16	OC	VR	CNA	CTC
22	10/10/16	LTE	VR	Account Clerk I	Treasurer

TRANS	STATUS	POSITION	DEPT	STATUS	POSITION	DEPT
1	10/3/2016	FT	Clerk Receptionist	FT	AODA Secretary	CTC
2	10/3/2016	FT	Interim Children, Youth & Families Manager	FT	Children, Youth & Families Manager	Human Services
3	10/1/2016	PT	Food Service Worker	FT	Food Service Worker	CTC
5	10/8/2016	FT	Deputy Lead Medicolegal Examiner	On-Call	Medicolegal Examiner	Medical Examiner
6	10/23/2016	OC	RN Charge Nurse	PT 80%	RN Charge Nurse	CTC
7	10/17/2016	FT	Correctional Officer	FT	Patrol Officer 6/3	Sheriff
8	10/18/2016	OC	Dietician	PT 80%	Nutritional Services Coordinator	CTC
9	10/31/2016	FT	Correctional Officer	FT	Economic Support Specialist	Human Services
10	10/24/2016	FT	Real Estate Specialist	FT	Tract Index Specialist	Register of Deeds
11	10/27/2016	FT	Library Supervisor	FT	Library Supervisor	Library
12	10/20/2016	PT	Library Service Assistant	PT 53%	Library Service Associate	Library
13	10/24/2016	FT	Interim Superintendent	FT	Superintendent	Public Works

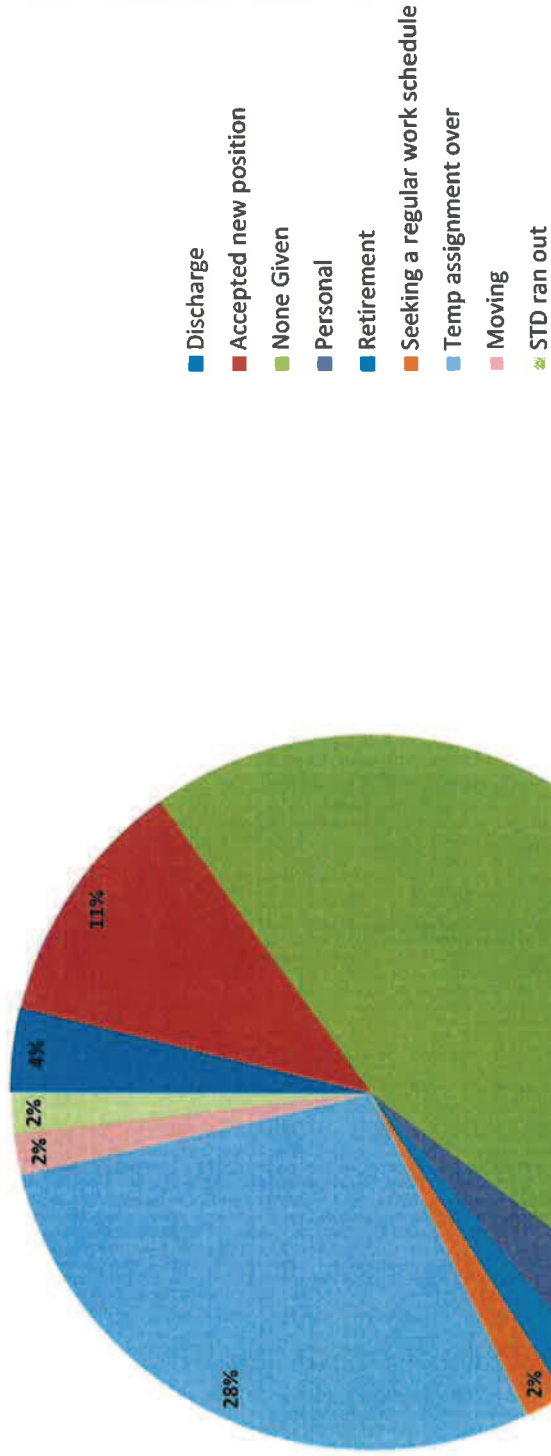
Turnover Sept/Oct 2016:

By Type

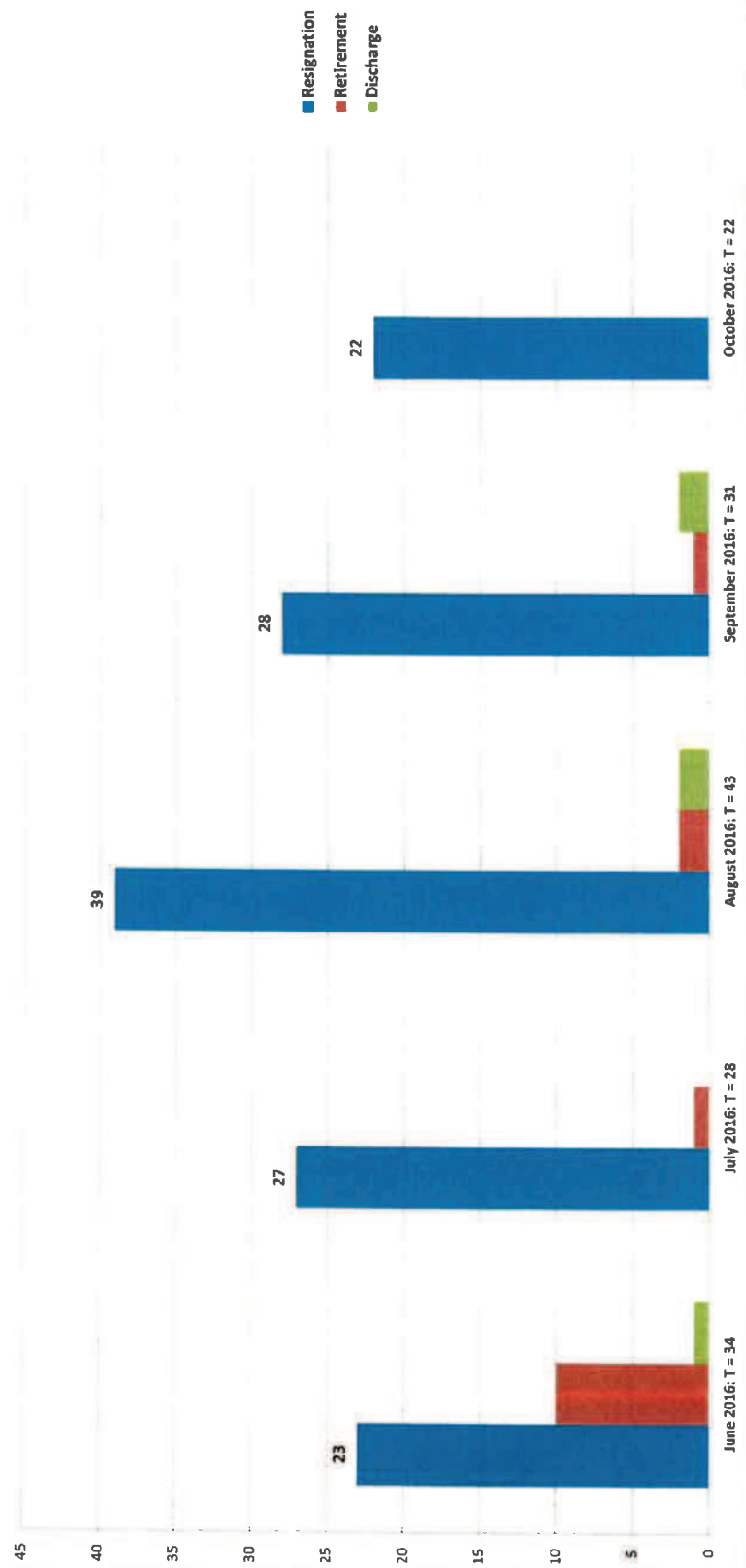
Total = 53



Turnover Sept/Oct 2016 By Reason Total = 53



TOTAL TURNOVER JUNE - OCTOBER 2016



HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

October 3, 2016

Departments for position approval process:

Human Resources – Director of Human Resources

Vacated – 9/9/16 (Resignation)

Human Resources – Senior Human Resources Analyst

Vacated – 10/14/16 (Resignation)

Human Services – Clerk/Receptionist

Vacated – 9/30/16 (Resignation)

Public Works (Facilities) – Housekeeper

Vacated – 6/19/16 (Transfer)

HUMAN RESOURCES DEPARTMENT

Brown County

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October 10, 2016

Departments for position approval process:

Register of Deeds – Tract Index Specialist
Vacated – 10/13/16 (Resignation)

HUMAN RESOURCES DEPARTMENT

Brown County

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October 17, 2016

Departments for position approval process:

- NO VACANCIES DISCUSSED -

HUMAN RESOURCES DEPARTMENT

Brown County

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October 24, 2016

Departments for position approval process:

- NO VACANCIES DISCUSSED -

HUMAN RESOURCES DEPARTMENT

Brown County

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October 31, 2016

Departments for position approval process:

Public Works – Highway – Engineering Technician II
Vacated – 10/24/16 (Transfer)

HUMAN RESOURCES DEPARTMENT

Brown County

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GREEN BAY, WI 54305-3600



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November 7, 2016

Departments for position approval process:

- NO VACANCIES DISCUSSED -

HUMAN RESOURCES DEPARTMENT

Brown County

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November 14, 2016

Departments for position approval process:

- NO VACANCIES DISCUSSED -

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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November 21, 2016

Departments for position approval process:

Human Service Community Programs – Account Clerk I (Budget Counselor .5 FTE)

Vacated – 08/26/16 (Transfer)

Human Service Community Support – Shelter Care Unit Supervisor

Vacated – 11/15/16 (Transfer)

Register of Deeds – Real Estate Specialist

Vacated – 10/21/16 (Transfer)

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

November 28, 2016

Departments for position approval process:

Human Services – Clinical Social Worker

Vacated – 11/25/16 (Resignation)

Human Services – Economic Support Specialist (x2)

Vacated – 9/30/16; 11/10/16 (Resignations)

Human Services – Behavioral Health Supervisor

Vacated – 12/01/16 (Resignation)

Human Services – Social Worker Supervisor (Child Protection Lead)

Vacated – 10/02/16 (Transfer)

Public Safety Communications – Communications Supervisor

Vacated – 01/01/2017 (Transfer)

Public Works (Highway) – Highway Crew

Vacated – 12/01/2016 (Retirement)

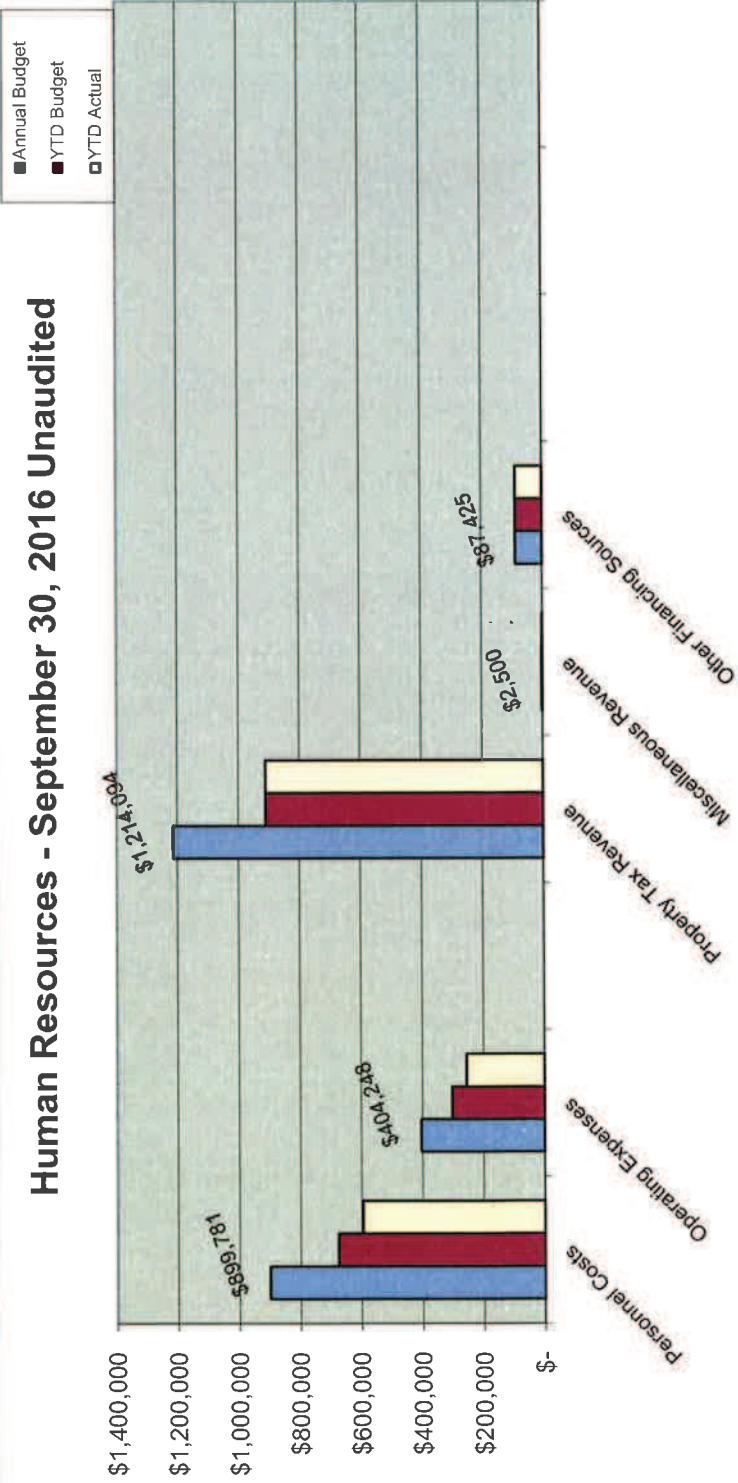
Brown County
Human Resources
Budget Status Report
09/30/2016 Unaudited

	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$ 899,781	\$ 674,836	\$ 594,896
Operating Expenses	\$ 404,248	\$ 303,186	\$ 255,435
Property Tax Revenue	\$ 1,214,094	\$ 910,571	\$ 910,571
Miscellaneous Revenue	\$ 2,500	\$ 1,875	\$ 1,379
Other Financing Sources	\$ 87,425	\$ 87,425	\$ 87,425

Personnel Costs: Savings due to position vacancies.

Operating Expenses: Within budgeted amount.

Human Resources - September 30, 2016 Unaudited





Human Resources Budget Performance Report (Unaudited)

Through 09/30/16
Prior Fiscal Year Activity Included

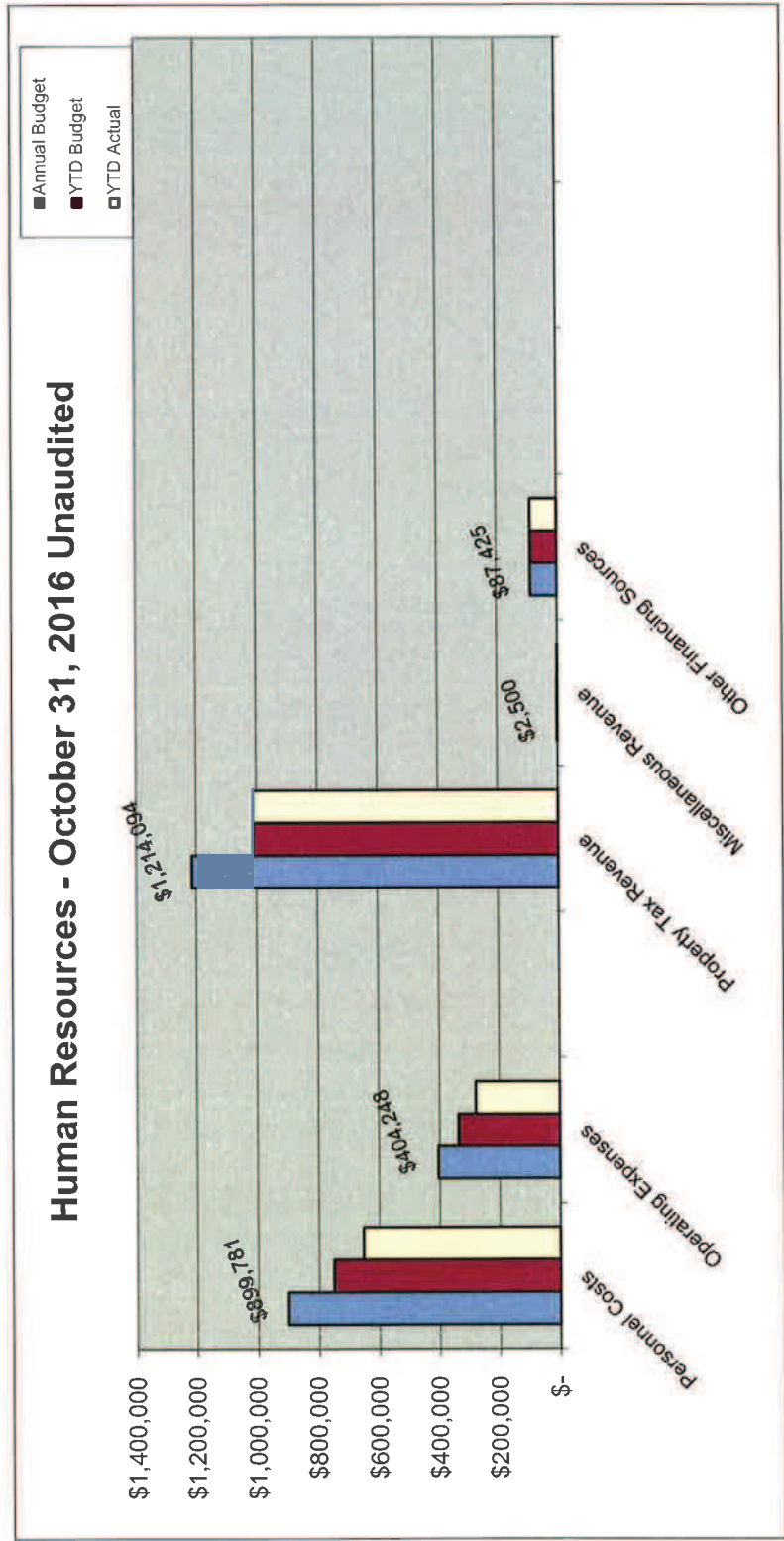
Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/	Prior Year YTD
Fund 100 - GF									
REVENUE									
Property taxes	1,589,094.00	(375,000.00)	1,214,094.00	101,174.50	.00	910,570.50	303,523.50	75	1,204,850.97
Public Charges	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	2,500.00	.00	2,500.00	174.00	.00	1,379.40	1,120.60	55	1,801.00
Other Financing Sources	.00	87,425.00	87,425.00	.00	.00	87,425.00	.00	100	122,838.00
REVENUE TOTALS	\$1,591,594.00	(\$287,575.00)	\$1,304,019.00	\$101,348.50	\$0.00	\$999,374.90	\$304,644.10	77%	\$1,329,489.97
EXPENSE									
Personnel Costs	1,339,576.00	(439,795.00)	899,781.00	52,652.79	.00	594,895.63	304,885.37	66	630,598.38
Operating Expenses	252,018.00	152,230.00	404,248.00	32,882.87	13,440.00	255,435.15	135,372.85	67	154,378.63
EXPENSE TOTALS	\$1,591,594.00	(\$287,565.00)	\$1,304,029.00	\$85,535.66	\$13,440.00	\$850,330.78	\$440,258.22	66%	\$784,977.01
Fund 100 - GF Totals									
REVENUE TOTALS	1,591,594.00	(287,575.00)	1,304,019.00	101,348.50	.00	999,374.90	304,644.10	77	1,329,489.97
EXPENSE TOTALS	1,591,594.00	(287,565.00)	1,304,029.00	85,535.66	13,440.00	850,330.78	440,258.22	66	784,977.01
Fund 100 - GF Totals	\$0.00	(\$10.00)	(\$10.00)	\$15,812.84	(\$13,440.00)	\$149,044.12	(\$135,614.12)		\$544,512.96
Grand Totals									
REVENUE TOTALS	1,591,594.00	(287,575.00)	1,304,019.00	101,348.50	.00	999,374.90	304,644.10	77	1,329,489.97
EXPENSE TOTALS	1,591,594.00	(287,565.00)	1,304,029.00	85,535.66	13,440.00	850,330.78	440,258.22	66	784,977.01
Grand Totals	\$0.00	(\$10.00)	(\$10.00)	\$15,812.84	(\$13,440.00)	\$149,044.12	(\$135,614.12)		\$544,512.96

Brown County
Human Resources
Budget Status Report
10/31/2016 Unaudited

Personnel Costs: Savings due to position vacancies.

Operating Expenses: Within budgeted amount.

	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$ 899,781	\$ 749,818	\$ 651,571
Operating Expenses	\$ 404,248	\$ 336,873	\$ 278,576
Property Tax Revenue	\$ 1,214,094	\$ 1,011,745	\$ 1,011,745
Miscellaneous Revenue	\$ 2,500	\$ 2,083	\$ 1,559
Other Financing Sources	\$ 87,425	\$ 87,425	\$ 87,425





Human Resources Budget Performance Report (Unaudited)

Through 10/31/16
Prior Fiscal Year Activity Included

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year YTD
Fund 100 - GF									
REVENUE									
Property taxes	1,589,094.00	(375,000.00)	1,214,094.00	101,174.50	.00	1,011,745.00	202,349.00	83	1,338,723.30
Public Charges	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	2,500.00	.00	2,500.00	180.00	.00	1,559.40	940.60	62	1,955.00
Other Financing Sources	.00	87,425.00	87,425.00	.00	.00	87,425.00	.00	100	122,838.00
REVENUE TOTALS	\$1,591,594.00	(\$287,575.00)	\$1,304,019.00	\$101,354.50	\$0.00	\$1,100,729.40	\$203,289.60	84%	\$1,463,516.30
EXPENSE									
Personnel Costs	1,339,576.00	(439,795.00)	899,781.00	56,675.86	.00	651,571.49	248,209.51	72	687,837.42
Operating Expenses	252,018.00	152,230.00	404,248.00	23,140.53	.00	278,575.68	125,672.32	69	164,774.98
EXPENSE TOTALS	\$1,591,594.00	(\$287,565.00)	\$1,304,029.00	\$79,816.39	\$0.00	\$930,147.17	\$373,881.83	71%	\$852,612.40
Fund 100 - GF Totals									
REVENUE TOTALS	1,591,594.00	(287,575.00)	1,304,019.00	101,354.50	.00	1,100,729.40	203,289.60	84	1,463,516.30
EXPENSE TOTALS	1,591,594.00	(287,565.00)	1,304,029.00	79,816.39	.00	930,147.17	373,881.83	71	852,612.40
Fund 100 - GF Totals	\$0.00	(\$10.00)	(\$10.00)	\$21,538.11	\$0.00	\$170,582.23	(\$170,592.23)		\$610,903.90
Grand Totals									
REVENUE TOTALS	1,591,594.00	(287,575.00)	1,304,019.00	101,354.50	.00	1,100,729.40	203,289.60	84	1,463,516.30
EXPENSE TOTALS	1,591,594.00	(287,565.00)	1,304,029.00	79,816.39	.00	930,147.17	373,881.83	71	852,612.40
Grand Totals	\$0.00	(\$10.00)	(\$10.00)	\$21,538.11	\$0.00	\$170,582.23	(\$170,592.23)		\$610,903.90

Brown County Clerk Budget Status Report

October 31, 2016			
EXPENDITURES		Annual	YTD
		Budget	Transactions
Personnel Costs	\$	352,121	\$ 289,839
Operating Costs	\$	329,702	\$ 298,349
Outlay	\$	66,747	\$ 66,210
REVENUES			YTD %
Property Tax	\$	294,630	\$ 245,525
Public Charges	\$	218,360	\$ 230,919
Intergov'tl. Charge for Serv.	\$	135,580	\$ 113,956
Misc.	\$	-	\$ 215
Transfer in HR	\$	-	\$ -
Intrafund Transfer (Election Ware)	\$	100,000	\$ -

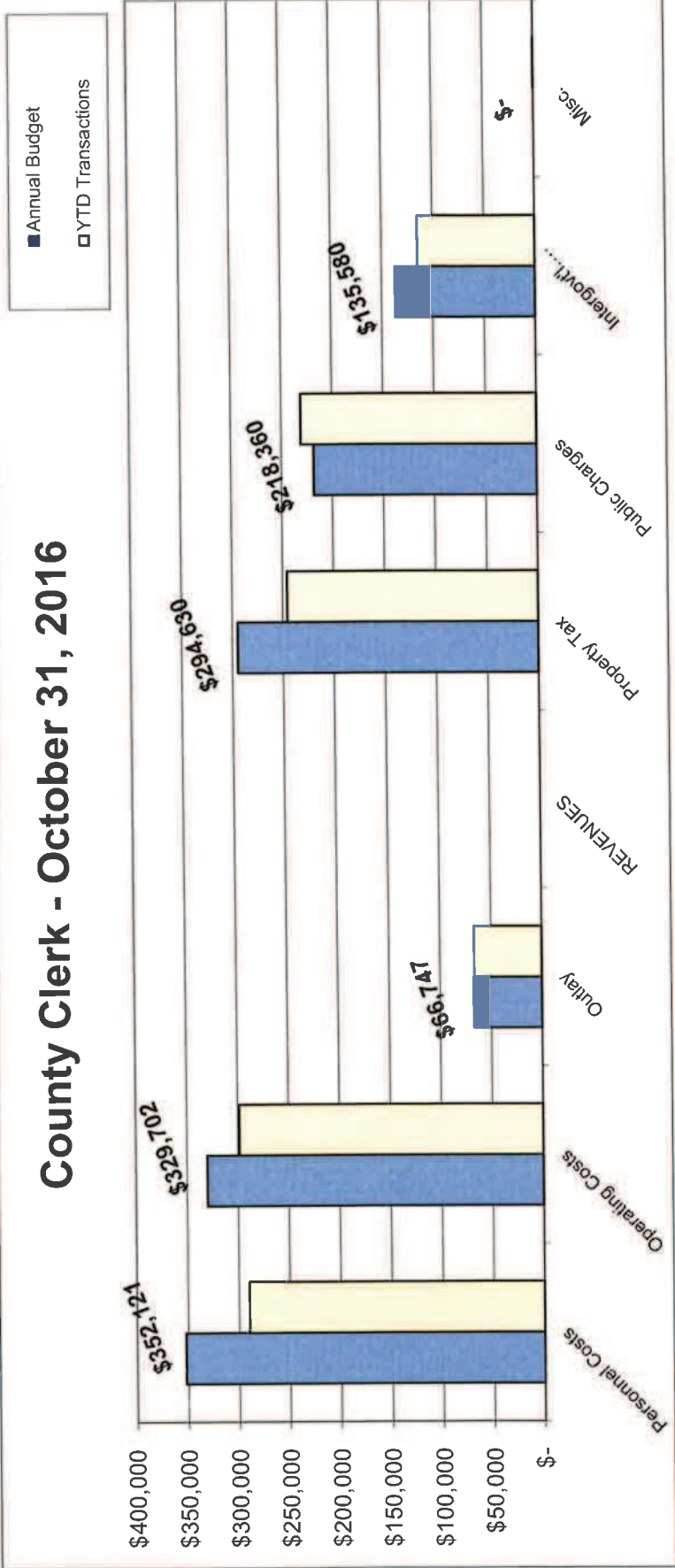
Unaudited

HIGHLIGHTS - January-October Percent of Fiscal Year (83%)

Expenditures: Operating costs are high due to purchases of Electionware Software, election supplies and inhouse copy expenses for ballots for 2016.

Revenues: Revenues are high due to passport sales and election municipal reimbursements.

County Clerk - October 31, 2016





County Clerk

Date Range 01/01/16 - 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund 100 - GF									
REVENUE									
Department 019 - County Clerk									
Property taxes									
4100	General property taxes	294,630.00	.00	294,630.00	24,552.50	.00	245,525.00	49,105.00	83
	<i>Property taxes Totals</i>	\$294,630.00	\$0.00	\$294,630.00	\$24,552.50	\$0.00	\$245,525.00	\$49,105.00	83%
Intergov Revenue									
4700	Intergovt charges	135,580.00	.00	135,580.00	.00	.00	113,956.43	21,623.57	84
	<i>Intergov Revenue Totals</i>	\$135,580.00	\$0.00	\$135,580.00	\$0.00	\$0.00	\$113,956.43	\$21,623.57	84%
Public Charges									
4400.194	Permits Work permit	3,000.00	.00	3,000.00	115.00	.00	2,862.50	137.50	95
4400.195	Permits Alarm permits	21,875.00	.00	21,875.00	12,195.00	.00	36,610.00	(14,735.00)	167
4401.192	Licenses Marriage License	113,400.00	(30,500.00)	82,900.00	6,375.00	.00	75,915.00	6,985.00	92
4401.194	Licenses Dog	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0
4600.190	Charges and fees Passport	105,800.00	.00	105,800.00	10,896.09	.00	114,849.96	(9,049.96)	109
4601.012	Sales Copy machine use	10.00	.00	10.00	.00	.00	172.00	(162.00)	1720
4601.196	Sales Directory	125.00	.00	125.00	109.52	.00	399.25	(274.25)	319
4609	Miscellaneous public charges	150.00	.00	150.00	10.00	.00	110.00	40.00	73
	<i>Public Charges Totals</i>	\$248,860.00	(\$30,500.00)	\$218,360.00	\$29,700.61	\$0.00	\$230,918.71	(\$12,558.71)	106%
Miscellaneous Revenue									
4900	Miscellaneous	.00	.00	.00	30.00	.00	214.80	(214.80)	+++
	<i>Miscellaneous Revenue Totals</i>	\$0.00	\$0.00	\$0.00	\$30.00	\$0.00	\$214.80	(\$214.80)	+++
Other Financing Sources									
9004	Intrafund Transfer In	.00	100,000.00	100,000.00	.00	.00	.00	100,000.00	0
	<i>Other Financing Sources Totals</i>	\$0.00	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0%
	Department 019 - County Clerk	\$679,070.00	\$69,500.00	\$748,570.00	\$54,283.11	\$0.00	\$590,614.94	\$157,955.06	79%
	REVENUE TOTALS	\$679,070.00	\$69,500.00	\$748,570.00	\$54,283.11	\$0.00	\$590,614.94	\$157,955.06	79%
EXPENSE									
Department 019 - County Clerk									
Personnel Costs									
5100	Regular earnings	258,429.00	.00	258,429.00	19,310.79	.00	201,438.56	56,990.44	78
5100.998	Regular earnings Budget only	4,013.00	.00	4,013.00	.00	.00	.00	4,013.00	0
5102.100	Paid leave earnings Vacation	.00	.00	.00	905.28	.00	7,594.17	(7,594.17)	+++
5102.200	Paid leave earnings Personal	.00	.00	.00	67.86	.00	1,701.68	(1,701.68)	+++
5102.300	Paid leave earnings Casual time used	.00	.00	.00	52.20	.00	52.20	(52.20)	+++
5102.500	Paid leave earnings Holiday	.00	.00	.00	.00	.00	2,754.88	(2,754.88)	+++
5102.600	Paid leave earnings Other (funeral, jury duty, etc)	.00	.00	.00	.00	.00	322.88	(322.88)	+++
5103.000	Premium Overtime	4,500.00	.00	4,500.00	30.40	.00	4,542.78	(42.78)	101
5110.100	Fringe benefits FICA	19,325.00	.00	19,325.00	1,497.31	.00	16,006.34	3,318.66	83
5110.110	Fringe benefits Unemployment compensation	658.00	.00	658.00	48.92	.00	523.08	134.92	79
5110.200	Fringe benefits Health insurance	37,877.00	.00	37,877.00	3,346.56	.00	33,465.60	4,411.40	88



County Clerk

Date Range 01/01/16 - 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Ret'd
Fund 100 - GF									
EXPENSE									
Department 019 - County Clerk									
Personnel Costs									
5110.210	Fringe benefits Dental Insurance	3,256.00	.00	3,256.00	279.88	.00	2,798.80	457.20	86
5110.220	Fringe benefits Life Insurance	328.00	.00	328.00	35.87	.00	315.15	12.85	96
5110.230	Fringe benefits LT disability Insurance	929.00	.00	929.00	76.49	.00	778.94	150.06	84
5110.235	Fringe benefits Disability Insurance	3,422.00	.00	3,422.00	285.00	.00	2,850.00	572.00	83
5110.240	Fringe benefits Workers compensation Insurance	386.00	.00	386.00	32.00	.00	320.00	66.00	83
5110.300	Fringe benefits Retirement	18,426.00	.00	18,426.00	1,344.21	.00	14,373.73	4,052.27	78
5198	Fringe benefits - Budget only	572.00	.00	572.00	.00	.00	.00	572.00	0
Personnel Costs Totals		\$352,121.00	\$0.00	\$352,121.00	\$27,312.77	\$0.00	\$289,838.79	\$62,282.21	82%
Operating Expenses									
5300.001	Supplies Office	15,240.00	(1,307.00)	13,933.00	504.75	.00	9,820.15	4,112.85	70
5300.004	Supplies Postage	10,174.00	(900.00)	9,274.00	1,315.35	.00	6,695.65	2,578.35	72
5304	Printing	5,700.00	.00	5,700.00	.00	.00	2,731.13	2,968.87	48
5304.100	Printing Forms	35,000.00	12,817.00	47,817.00	.00	.00	46,124.24	1,692.76	96
5305	Dues and memberships	400.00	.00	400.00	.00	.00	325.00	75.00	81
5306.100	Maintenance agreement Software	15,339.00	233.00	15,572.00	.00	.00	12,934.15	2,637.85	83
5307.100	Repairs and maintenance Equipment	20,542.00	.00	20,542.00	.00	.00	18,400.00	2,142.00	90
5310	Advertising and public notice	35,600.00	(10,592.00)	25,008.00	1,066.25	.00	25,472.09	(464.09)	102
5330	Books, periodicals, subscription	979.00	.00	979.00	.00	.00	453.67	525.33	46
5340	Travel and training	5,710.00	.00	5,710.00	219.33	.00	5,410.32	299.68	95
5370	Support Services	5,355.00	.00	5,355.00	480.00	.00	5,355.00	.00	100
5395.003	Equipment - nonoutlay technology	.00	32,627.00	32,627.00	.00	.00	32,089.11	537.89	98
5410.400	Insurance Bond	82.00	.00	82.00	.00	.00	81.25	.75	99
5505	Telephone	.00	375.00	375.00	44.48	.00	401.40	(26.40)	107
5600	Indirect cost	57,485.00	.00	57,485.00	4,790.00	.00	47,900.00	9,585.00	83
5601.100	Intra-county expense Technology services	35,982.00	.00	35,982.00	2,058.75	.00	31,502.82	4,479.18	88
5601.200	Intra-county expense Insurance	1,476.00	.00	1,476.00	123.00	.00	1,230.00	246.00	83
5601.400	Intra-county expense Copy center	33,000.00	.00	33,000.00	8,567.22	.00	34,396.75	(1,396.75)	104
5601.450	Intra-county expense Departmental copiers	1,642.00	.00	1,642.00	136.83	.00	1,368.30	273.70	83
5601.550	Intra-county expense Document center	243.00	.00	243.00	9.31	.00	132.63	110.37	55
5708	Professional services	16,500.00	.00	16,500.00	3,150.00	.00	15,525.00	975.00	94
9003	Transfer out	30,500.00	(30,500.00)	.00	.00	.00	.00	.00	+++
Operating Expenses Totals		\$326,949.00	\$2,753.00	\$329,702.00	\$22,465.27	\$0.00	\$298,348.66	\$31,353.34	90%
Outlay									
6110.020	Outlay Equipment (\$5,000+)	.00	66,747.00	66,747.00	.00	.00	66,209.56	537.44	99
Outlay Totals		\$0.00	\$66,747.00	\$66,747.00	\$0.00	\$0.00	\$66,209.56	\$537.44	99%
Department 019 - County Clerk Totals		\$679,070.00	\$69,500.00	\$748,570.00	\$49,778.04	\$0.00	\$654,397.01	\$94,172.99	87%
EXPENSE TOTALS		\$679,070.00	\$69,500.00	\$748,570.00	\$49,778.04	\$0.00	\$654,397.01	\$94,172.99	87%



County Clerk

Date Range 01/01/16 - 10/31/16
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund 100 - GF Totals									
REVENUE TOTALS		679,070.00	69,500.00	748,570.00	54,283.11	.00	590,614.94	157,955.06	79
EXPENSE TOTALS		679,070.00	69,500.00	748,570.00	49,778.04	.00	654,397.01	94,172.99	87
Fund 100 - GF Totals		\$0.00	\$0.00	\$0.00	\$4,505.07	\$0.00	(\$63,782.07)	\$63,782.07	
Fund 802 - Dog License									
REVENUE									
Public Charges									
Licenses									
4401		28,424.00	.00	28,424.00	.00	.00	.00	28,424.00	0
Public Charges Totals		\$28,424.00	\$0.00	\$28,424.00	\$0.00	\$0.00	\$0.00	\$28,424.00	0%
REVENUE TOTALS		\$28,424.00	\$0.00	\$28,424.00	\$0.00	\$0.00	\$0.00	\$28,424.00	0%
EXPENSE									
Operating Expenses									
5300	Supplies	900.00	.00	900.00	.00	.00	667.63	232.37	74
5300.004	Supplies Postage	100.00	.00	100.00	.00	.00	.00	100.00	0
5310	Advertising and public notice	2,100.00	.00	2,100.00	.00	.00	588.29	1,511.71	28
5330	Books, periodicals, subscription	4,900.00	.00	4,900.00	.00	.00	4,750.00	150.00	97
5885	Payments to districts	20,424.00	.00	20,424.00	.00	.00	.00	20,424.00	0
Operating Expenses Totals		\$28,424.00	\$0.00	\$28,424.00	\$0.00	\$0.00	\$6,005.92	\$22,418.08	21%
EXPENSE TOTALS		\$28,424.00	\$0.00	\$28,424.00	\$0.00	\$0.00	\$6,005.92	\$22,418.08	21%
Fund 802 - Dog License Totals									
REVENUE TOTALS		28,424.00	.00	28,424.00	.00	.00	.00	28,424.00	0
EXPENSE TOTALS		28,424.00	.00	28,424.00	.00	.00	6,005.92	22,418.08	21
Fund 802 - Dog License Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,005.92)	\$6,005.92	
Grand Totals									
REVENUE TOTALS		707,494.00	69,500.00	776,994.00	54,283.11	.00	590,614.94	186,379.06	76
EXPENSE TOTALS		707,494.00	69,500.00	776,994.00	49,778.04	.00	660,402.93	116,591.07	85
Grand Totals		\$0.00	\$0.00	\$0.00	\$4,505.07	\$0.00	(\$69,787.99)	\$69,787.99	